

Fees for completing a request are **\$75.00/hour plus GST**.  
**10 working days** are required to process these requests.

Name \_\_\_\_\_

Company name (if applicable) \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Describe the area the information is being requested of (legal land description, land survey description, maps)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note:** Information provided by the County to fulfill this request must be used solely for the purposes below.

Reason for request  community development  open house  public notification  
 public safety  emergency response

Information requested - provide as much detail as possible. (Attach relevant documents supporting this request, i.e. maps, etc.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have legislative requirements providing you authority to access this information?

no  yes ► list relevant Acts and sections  
\_\_\_\_\_  
\_\_\_\_\_

Date information is required by \_\_\_\_\_

Signature - Requestor \_\_\_\_\_ Date of request \_\_\_\_\_

Submit completed forms by fax to 780-464-8194.

**Collection and use of personal information**

Personal information is being collected under the authority of the *Municipal Government Act* (MGA) and the *Freedom of Information and Protection of Privacy Act* (FOIP) and is managed in accordance with the provisions of FOIP. Information is released to you according to the legislation indicated above and is to be used only for the purposes described. If you have any questions about the collection and use of your personal information, contact the Access and Privacy Advisor, Legislative and Legal Services, Strathcona County at 780-464-8211.

**For office use only**

Saved in library/primary/secondary \_\_\_\_\_ Scanned in

Date request received \_\_\_\_\_ Department \_\_\_\_\_

Contact name and phone \_\_\_\_\_

Proceed ► authorized by \_\_\_\_\_ date \_\_\_\_\_

Denied ► by \_\_\_\_\_ date \_\_\_\_\_ reason \_\_\_\_\_