



District School Board
Ontario North East

Freedom of Information (FOI) Request Form

Under the Municipal Freedom of Information and Protection of Privacy Act

Please note: A \$5 application fee is required for all requests, prior to processing. This fee is not refundable.

Nature of the Request

☐ Access to General Records

☐ Access to Own Personal
Information

☐ Correction to Own Personal
Information

Requestor Information

First Name

Last Name

Email Address

Telephone Number

Preferred Method of Contact

☐ Email

☐ Telephone

☐ Mail

Mailing Address

Detailed description of requested records, personal information or personal information to be corrected. *Note: if you are requesting a correction of personal information, please indicate the desired correction and attach any supporting documentation, if available.*



District School Board Ontario North East

Signature	Date

For Internal Use Only

Date Received	Request Number	Comments

Personal information contained on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and will be used for the purpose of responding to your request. Questions about this collection should be directed to comments@dsb1.ca.