



**LAW ENFORCEMENT OFFICER REQUEST FORM  
DISCLOSURE OF PERSONAL INFORMATION**

**Corporate Services Department – Office of the City Clerk**

*The following information is being requested under section 32(g) of the Municipal Freedom of Information and Protection of Privacy Act (the Act) which provides for the disclosure of records containing personal information of an individual for the purpose of aiding an investigation with a view to a law enforcement proceeding or from which a law enforcement proceeding is likely to result.*

**PART ONE: DETAILS OF REQUEST (To be completed by Law Enforcement Officer):**

<b>Incident Date:</b>	<b>Incident Location:</b>	<b>Incident Time:</b>	
<b>Information Requested (please describe):</b>			
<b>Occurrence Reference No.:</b>	<b>Review Original Documents:</b>		<b>Copies Requested:</b>
	YES	NO	YES      NO
<b>Name of Law Enforcement Agency:</b>	<b>Name of Law Enforcement Officer:</b>	<b>Badge / ID No.:</b>	<b>Telephone:</b>
<b>Signature of Law Enforcement Officer:</b>		<b>Date of Request:</b>	

**PART TWO: INFORMATION/RECORD(S) DISCLOSED (To be completed by City Staff disclosing information/records):**

<b>Department / Division:</b>		
<b>Information / Record(s) /File(s) Disclosed (please describe):</b>		
<b>Disclosure of Information by City Staff:</b>		
<b>Name of Staff Member:</b>	<b>Title / Position:</b>	<b>Telephone:</b>
<b>Signature of Staff Member:</b>		<b>Date:</b>