

Personal Information Access Request Form



Protected when completed

Step 1

Determine which PIB Department is most likely to have your personal information.

Step 2

Provide as much details as possible about the record or information you are requesting.

Step 3

Complete all requested information to enable PIB to determine accessibility and allow PIB to contact you if clarification is required.

Step 4

Submit the completed application to Penticton Indian Band at the address provided at the end of the request form.

Penticton Indian Band Program/Department

Provide details regarding your personal information being requested (e.g. subject matter, date range, type of records)

- I am a PIB member or community resident and request personal information about myself.
- I request personal information on behalf of another individual who is a PIB member or community resident.

Please note that PIB may contact you to verify your identity and to confirm that you have a right of access under *Policy 2015-07 Information Privacy and Protection*.

Method of access preferred (Please choose one)

Receive paper copies of the documents

Receive electronic copies of the documents

Examine the documents in PIB offices

Name of Applicant and Member # (if applicable)

I consent to my personal information being used to update PIB's Membership List

Street, Address, Suite

Email Address

City

Province

Postal Code

Phone Number

Signature

Date

The personal information on this form is collected under section 15 of the *Freedom of Information and Protection of Privacy Act*. The information will be used to process access

Mail to: Penticton Indian Band, 841 Westhills Drive, Penticton, BC V2A 0E8

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