Form 1 [FOIPOP Application]
Province of Nova Scotia
Freedom of Information & Protection of Privacy Act
Subsection 6(1)

To: **Aimee Standen-Burns, FOIPOP Administrator**
NS Environment, 5151 Terminal Road, PO Box 442, Halifax, NS B3J 2P8
Phone: (902)424-2577 Fax: (902)424-6925 email: ENVaccess@gov.ns.ca

(note: please do not fax or email applications for information other than personal information, as the mandatory $5 fee must accompany the application for processing)

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1. This is an application pursuant to the *Freedom of Information & Protection of Privacy Act* for access to:
Check one: ☐ (a) applicant's own personal information; or
☐ (b) other information; or
☐ (c) both applicant's own personal information and other information.

2. I am applying for access to the following record:
(*Below, identify the material applied for precisely by including such particulars as the specific event or action to which it refers, the date of the record or the date or period to which it relates, the type of record (document, report, letter, et cetera), names of department personnel who prepared or may have knowledge of the information, or citations to newspapers or publications which are known to have referred to the record.)*

_____
_____
_____
_____
_____

3. I wish to: *Check one:* ☐ (a) examine the record; or
☐ (b) receive a copy of the record.

[*note: any personal information collected below will only be used for the purpose of communicating with the applicant in response to this application*]

4. I understand that I may be required to pay a fee before obtaining access to the record.

Signature: _____
PRINT Full Name: _____
Company: _____
Mailing Address: _____
Phone Numbers: [res] _____ [bus] _____
[fax] _____ [cell] _____

Please enclose $5 application fee, payable to the Minister of Finance

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Request to Waive Fees

I hereby request to be excused from paying fees related to the above application because:
☐ (a) I cannot afford to pay fees; or
☐ (b) (*specify reason*) _____
_____

For Office Use Only

Date Received Application # ENV- ☐ $5 fee received
☐ fee n/a (personal/ info)