## **Access Request Form: Extracts of Key Evidence or Case File**

Name of Requestor:
Phone Number:
Email Address:
Complete the following section if you are requesting Extracts of Key Evidence:
Extracts Requested
□Appellant
□Respondent
□Intervenor
$\Box$ Other ( <i>specify</i> ):
Portion Requested
□Whole
$\square$ Portion (specify parts):
Complete the following section if you are requesting a case file:
<b>Specific documents requested</b> (Provide a list of the documents in the case file that you are requesting.)

Complete the following sections for all requests (Extracts of Key Evidence or case file):
Purpose (Provide a brief explanation of the purpose of your request.)
<b>Privacy Concerns</b> (State any concerns that you might have concerning the potential impact on the privacy of those whose information may be within the records you seek.)
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<b>Privacy Mitigation</b> (If you have identified any concerns under #4, explain how you would mitigate the risk to any potential violation of privacy.)