



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Freedom of Information Request Form

Full Name: _____

Address: _____

Telephone: _____ Fax: _____

Description of the desired document or documents:

Date: _____ Signature: _____

Fees: (as set out in BC Regulations 323/93)

<i>Service Description</i>	<i>Fees</i>
1. for locating and retrieving a record	\$7.50 per ¼ hour after the first 3 hours
2. for preparing a record for disclosure and handling a record	\$7.50 per ¼ hour
3. for shipping copies	Actual costs of shipping method chosen by applicant
4. for copying records (photocopies and computer printouts)	\$0.25 per page (8.5"x11", 8.5"x14") \$0.30 per page (11"x17")

Request Approved: _____

For Office Use Only:	Estimate of Costs:
Documents: _____	_____
Shipping, etc: _____	_____
Staff time: _____	_____
Other: _____	_____
Total: _____	_____