

Form 2 - Request for Correction of Personal Information
Province of Nova Scotia Freedom of Information and Protection of Privacy Act
Subsection 25(1)

TO: Carla Heggie, FOIPOP Administrator
Information Access & Privacy
NS Environment & Labour
5151 Terminal Road, 5th fl.
PO Box 697
Halifax, Nova Scotia B3J 2T8

Phone: (902) 424-8472
Fax: (902) 424-6925

1. This is a request pursuant to the *Freedom of Information and Protection of Privacy Act* for correction of personal information.

2. The details of the personal information requested to be corrected are as follows:

(a) last name appearing on personal information to be corrected:

_____ ;

(b) department or institution maintaining personal information:

_____ ;

(c) name of personal information bank or record:

_____ ;

(d) description of personal information to be corrected:

_____ ;

3. The correction requested is as follows:

_____ .

Date: _____

Signature of Requester: _____

Print Full Name of Requester: _____

Mailing Address of Requester: _____

(Street/Apartment No./R.R. No.)

(Community/County)

(Postal Code)

Telephone Numbers of Requester: _____ Residence _____ Business

_____ Fax _____ Cell

For office use only

Date Received: _____

Request # _____