

INSTRUCTIONS

1. You may make a request for access to records without using this form, provided you do so in writing.
2. All applicable information must be provided.
3. This information must be typewritten or printed.
4. Upon completion, please forward this form and all attachments to:
BC Financial Services Authority
600-750 West Pender Street
Vancouver, B.C. V6C 2T8
records@bcfsa.ca

Freedom of Information and Protection of Privacy Act ("FOIPPA")
The information requested on this form is collected under the authority of section 26(c) of the *Freedom of Information and Protection of Privacy Act*. The information is collected for the purpose of processing your request for information. If you have any questions about the collection or use of this information, please contact the Privacy Officer at FOI@bcfsa.ca.

PART A – YOUR NAME

LAST NAME	FIRST NAME	COMPANY NAME (if applicable)
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PART B – CONTACT INFORMATION

DAY PHONE NUMBER	ALTERNATE PHONE NUMBER	EMAIL ADDRESS
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PART C – DETAILS OF REQUESTED INFORMATION

Which document are you requesting?

Disclosure Statement

Disclosure Statement Amendment

Strata Plan #: _____

Civic Address: _____

Development Name: _____

Developer's Name: _____

Other details:

There is a \$38.00 Retrieval Fee (non-refundable and non-transferable) for every project development search request. Once paid, the file will be retrieved to determine the documents filed with BCFSA and the number of pages for each document. If nothing was filed with BCFSA, we will confirm in a response email.

A Scanning Fee of \$1.00 per page will be charged for requested copies of a Disclosure Statement or a Disclosure Statement Amendment. Upon payment of the scanning fee, document(s) will be released and emailed in PDF format.

DATE SIGNED