



REQUEST FOR WEBSITE REDACTION OF PERSONAL INFORMATION

Name: _____

Street Address: _____

Telephone: _____ Email: _____

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Redaction(s) requested: (Please check all requested)

_____ house/apartment number _____ email address
(except as excluded in Public Record Redaction Procedure)

_____ telephone number _____ signature

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Additional redaction(s) requested: (Please provide copy or screenshot of applicable page(s) if possible)

Detail of personal information requested to be removed	Meeting Date	Item Number	Attachment Included?
			Yes / No
			Yes / No

In accordance with the City’s Public Records Redaction Procedure, your request must include detail as to the anticipated harm as a result of the information remaining on the City’s website. A blanket request to remove information or a suggestion of harm that is so general as to apply to anyone will not be considered.

Please provide specific reasons for the requested redactions. You may attach additional sheet(s) if necessary.

Signature

Date

Please submit completed form with any attachments to Todd Coles, Deputy City Clerk, City Clerk’s Office, 2141 Major Mackenzie Drive, Vaughan, ON, L6A 1T1 or to todd.coles@vaughan.ca