



Freedom of Information Request

This form is for requesting documents which are in the Ministry's files on environmental concerns related to properties. Please refer to the guide on completion and use of this form. Our fax no. is (416) 314-4285.

Requester Data			For Ministry Use Only	
Name, Company Name, Mailing Address and Email Address of Requester John Doe Principal ABC Corporation 123 Side Street Toronto, ON M4K 1N4 Email address: johndoe@abc.com			FOI Request No.	FOI Co-ordinator Review Date
Telephone/Fax Nos. Tel: 416 999-1234 Fax: 416 999-5487	Your Project/Reference No. 12358907	Signature/Print /Name of Requester	Date Request Received	Fee Paid
			Response Due Date	ACCT CHQ VISA / MC CASH
			<input type="checkbox"/> CNR <input type="checkbox"/> ER <input type="checkbox"/> NOR <input type="checkbox"/> SWR <input type="checkbox"/> WCR	
			<input type="checkbox"/> SAC <input type="checkbox"/> IEB <input type="checkbox"/> EAA <input type="checkbox"/> EMR <input type="checkbox"/> SWA	

Request Parameters
Municipal Address / Lot, Concession, Geographic Township (Municipal address essential for cities, towns or regions) 1349 River Road
Present Property Owner(s) and Date(s) of Ownership John Smith 1979-present
Previous Property Owner(s) and Date(s) of Ownership Adam Smith 1970-1979
Present/Previous Tenant(s), (if applicable) Smith & Company

Search Parameters	Specify Year(s) Requested
<i>Files older than 2 years may require \$60.00 retrieval cost. There is no guarantee that records responsive to your request will be located.</i>	
Environmental concerns (General correspondence, occurrence reports, abatement)	All years
Orders	1990-present
Spills	
Investigations/prosecutions ➤ Owner/tenant information must be provided	1995-present
Waste Generator number/classes	

Certificates of Approval ➤ Proponent information must be provided		
1985 and prior records are searched manually. Search fees in excess of \$300.00 could be incurred, depending on the types and years to be searched. Specify Certificates of Approval number(s) (if known). If supporting documents are also required, mark SD box and specify type e.g. maps, plans, reports, etc.		
	SD	Specify Year(s) Requested
air - emissions		1985-present
water - mains, treatment, ground level, standpipes & elevated storage, pumping stations (local & booster)		
sewage - sanitary, storm, treatment, stormwater, leachate & leachate treatment & sewage pump stations		
waste water - industrial discharges		
waste sites - disposal, landfill sites, transfer stations, processing sites, incinerator sites		1985-present
waste systems - PCB destruction, mobile waste processing units, haulers: sewage, non-hazardous & hazardous waste		
pesticides - licenses		

A \$5.00 non-refundable application fee, payable to the Minister of Finance, is mandatory. The cost of locating on-site and/or preparing any record is \$30.00/hour and 20 cents/page for photocopying and you will be contacted for approval for fees in excess of \$30.00.