



Accessible Information Request Form

The Municipality of Hastings Highlands is committed to providing information in a format that meets your needs. If you need information in an accessible format or with the assistance of a communication support, please complete this form. Your request will be sent to the Office of the Clerk. Alternatively, your request can be made by calling 613-338-2811 ext. 277 or emailing clerk@hastingshighlands.ca

First Name (Required)*:

Last Name (Required)*:

Address (Required)*:

City/Town (Required)*:

Province (Required)*:

Postal Code (Required)*:

Telephone (Required)*:

Email (Required)*:

Explain what information you need in an accessible format (Required):

What type of alternative, accessible format would you like to receive the information in (Required):

Examples of alternative, accessible formats: (a) Printed in a larger size or font (b) Colour Contrast (c) Alternative Language (Plain Language, Non-English) (d) Alternate electronic format (Word, HTML, Rich Text, PDF) (e) Audio Alternative

Personal Information contained on this form is collected under the authority of the *Municipal Act, R.S.O. 2001, c.25*, and will be used to provide accessible support/services with the Municipality of Hastings Highlands. Personal information contained on this form is collected in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) and will be used to answer your request. Questions about the collection of personal information should be directed to the Municipal Clerk clerk@hastingshighlands.ca or (613) 338-2811 ext. 2811.