
Royal Canadian Mounted Police
Attn: Access to Information and Privacy Unit
RCMP MAILSTOP #61
73 Leikin Drive
Ottawa, Ontario
K1A 0R2

To Whom It May Concern:

Pursuant to the *Access to Information Act*, I am requesting copies of the following records:

Copies of briefing notes, Blackberry (BBM) or PIN messages, memoranda, and correspondence (including email attachments) produced by and/or received by the Royal Canadian Mounted Police that mention me, _____.

I understand that such records may contain personal information that is subject to exemption under s. 19(1) of the *Privacy Act*. Please note that I am the individual to whom the information pertains, and I consent to the disclosure – to me – of this information, per s. 19(2)(a) of the *Privacy Act*. Please contact me should you require verification of my identity.

The date range for this request is _____ to _____.

You will find enclosed the \$5.00 application fee made out to the Receiver General of Canada.

Should any clarification be required, please contact me _____.

Sincerely,
