

## Time Extension Application Form – Subsequent Requests *Freedom of Information and Protection of Privacy Act (FIPPA)*

**Note:** *This form is for subsequent time extension applications (after the first OIPC-approved extension):*

**Under section 10(2)(a) based on:**

- *section 10(1)(a) insufficient detail*
- *section 10(1)(b) large volume*
- *section 10(1)(c) consultation*

**Under section 10(2)(b):**

- *If the commissioner otherwise considers that it is fair and reasonable to extend the time for responding*

Do not use this form for applications based on section 10(1)(d) consent.

Please submit this form **at least 5 business days** before the due date, and ensure that all information is complete and accurate.

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### Section 1 – Public body background *(required: all fields)*

OIPC file # of previous extension:

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Public body (full name):

Public body File #:

Public body Contact Name:

Contact Direct Line:

Contact Email Address:

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FOI applicant (full name):

Applicant email address:

Applicant phone number:

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Please provide a brief description of the original request:

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Current due date(m/d/yyyy):

Number of business days requested for this extension:

Proposed due date (m/d/yyyy):

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## Section 2 - Grounds for Current Extension Application *(required: choose all that apply)*

- Section 10(2)(a)**
    - s. 10(1)(a) (insufficient detail)
    - s. 10(1)(b) (volume of records)
    - s. 10(1)(c) (consultation)
  
  - Section 10(2)(b)** (See pages 9-10 of the time extension guidelines. Please note the need for exceptional circumstances, such as forest fires, flooding, court involvement, and unforeseeable issues)
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## Section 3 – Additional information *(required: all fields)*

Basis for previous time extension:

- s. 10(1)(a)
- s. 10(1)(b)
- s. 10(1)(c)
- s. 10(1)(d)

Number of days previously extended:

Please explain why the previous time extension was not sufficient to complete the request:

Describe any changes since the previous time extension was granted:

Describe the progress made on this file since the previous time extension was granted:

Have any records been released to the applicant? Yes No  
Will there be a phased release of records? Yes No

**Click to**

**Submit Form**