|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***Search Form (FOIP)***  ***Third Party Request for Review***  ***(Public Body use only)*** | | | | | | | | | | |
| A third party notified under section 31 of the *Freedom of Information and Protection of Privacy Act* has 20 days to ask the Office of the Information and Privacy Commissioner (OIPC) to review the public body’s decision to give an applicant access to records containing third party information. If the third party does not ask for a review, the public body will give the applicant access on the 21st day.  On the 21st day, a public body may ask the OIPC to confirm whether it has received a third party request for review. **Public bodies using this form must complete Parts A and B.** | | | | | | | | | | |
|  | | | | | | | | | | |
| **Part A: *Completed by the Public Body*** | | | | | | | | | | |
| **Public Body Contact Information** | | | | | | | | | | |
|  | | | | | | Date: | |  | | |
| Name of Requestor: | |  | | | | | | | | |
| Public Body: |  | | | | | | | | | |
| Address: |  | | | | | | | | | |
| City: |  | | | Province: |  | | Postal Code: | |  | |
|  | | | | | | | | | | |
| Phone: | Area Code | |  | | | | | | | Ext # |
|  | | | | | | | | | | |
| Fax No: | Area Code | |  | | | | | | | |

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| --- | --- |
| **Part B: *Completed by the Public Body*** | |
| **Defined Search Information** | |
|  | |
| **Public Body File Number:** |  |
| Name of Party to be searched |  |
| Name of Party to be searched |  |
| Name of Party to be searched |  |
| Name of Party to be searched |  |
| Name of Party to be searched |  |
| Name of Party to be searched |  |
| Name of Party to be searched |  |
| ***If necessary, include additional pages or attachments to define further searches.*** | |

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| **Part C: *Completed by the Office of the Information and Privacy Commissioner*** | | |
| **Search Results** | | |
| As requested, the Office of the Information and Privacy Commissioner has conducted a search on the party(s) name(s) and file number provided in “Part B” and below is confirmation of our search results.  As of today’s date , the Office of the Information and Privacy Commissioner has:  **not received** a request for a third party review from any of the party(s) listed in Part B.  **received** a request for a third party review from a party(s) listed in Part B. The Office of the Information and Privacy Commissioner will or has opened a Third Party Request for Review, and will or has provided the Public Body with such notice.  If you have any further questions, please feel free to contact our office.  Thank you. | | |
|  |  |  |
| *Signature, Office of the Information and Privacy Commissioner* |  | *Date* |
|  | | |

Send this form along with any attachments by email to [3PartySearch@oipc.ab.ca](mailto:3PartySearch@oipc.ab.ca) (capital letters not required).