York Region
Children's Aid Society
Société d'aide à l'enfance
de la région de York

# Request for Access to Information/Disclosure/Record Correction

Please submit your request in writing by:

**Facsimile:** 905-895-9047
**By mail:** 16915 Leslie Street, Newmarket, ON L3Y 9A1
**By email:** AccesstoInformation@yorkcas.org
**In person:** at any of the 3 office locations listed below

Please provide the following identifying information:

- Full Name
- Date of Birth
- Telephone Number
- Current Address
- An explanation of what information you are seeking/what information you are requesting to be corrected

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| **Name:** |
| **Telephone:** **Date of Birth (M/D/Y):** |
| **Current Address:** |
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| **Nature of Request (please be as detailed as possible):** |
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| **Signature:** **Date (M/D/Y):** |

**Office Locations:**

**Newmarket Office –** 16915 Leslie Street, Newmarket L3Y 9A1
**Richmond Hill Office –** 120 East Beaver Creek Road, Suite 301, Richmond Hill L4B 4V1
**Vaughan Office –** 3901 Highway 7 West, Suite 202, Woodbridge, ON L4L 8L5