

## Access to Official Documents

To apply for access to official documents under the Act, complete the application form and click submit below or write a letter requesting the information desired. Be as specific as possible in your Application i.e. describe the subject matter of the records and, if known, indicate the dates of the records, the places where they originated, and the names of the originating persons or offices.

Applications may also be made by email, telephone or fax.

You may also download the Application form by clicking on the link below. This form is being offered to you as an on-line service and is available to you in Microsoft Word (DOC) format.

You will have two options for completing the form once it has been downloaded:

[1. Print the form and fill in the fields by hand for submission to the responsible ATI officer;](#) 

[2. Fill in the form on-screen and then print it for submission to the responsible ATI officer](#)