

For official use only

# Access to Information Request Form

## Access to Information Act

<p><b>Step 1</b></p> <p>To apply for information under the <i>Access to Information Act</i>, complete this form or a written request mentioning the Act. Describe the information being sought and provide any relevant details necessary to help the institution find it. If you require assistance, refer to <b>Info Source (Sources of Federal Government Information)</b> for a description of program records held by the institution or contact its Access to Information Coordinator.</p>	<p><b>Step 2</b></p> <p>Forward the access request form to one of PSP Investments' offices indicated below to the attention of:</p> <p>Rodrigue Gilbert Coordinator, Access to Information and Privacy</p> <p>Enclose a \$5.00 money order or cheque payable to the Receiver General of Canada. Depending upon the type or amount of information being sought, you may be asked to authorize further charges.</p> <p>For questions or assistance, please call or email Mr. Rodrigue Gilbert at:</p> <p>Montréal: (514) 937-2772 Ottawa: (613) 782-3095 Email: rgilbert@investpsp.ca</p>	<p><b>Step 3</b></p> <p>When you receive an answer to your request, review the information to determine whether you wish to make a further request under the Act. You also have the right to complain to the Access to Information Commissioner should you believe that you have been denied any of your rights under the Act.</p>
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**Institution and addresses**

PSP Investments, 1250 René-Lévesque Blvd. West, Suite 2030, Montréal, QC H3B 4W8

PSP Investments, 440 Laurier Avenue West, Suite 220, Ottawa, ON K1R 7X6

**Provide details regarding the information being sought**

**Method of access preferred**

Receive copies       Examine the documentation at PSP Investments' offices       Other format, please specify: \_\_\_\_\_

**Name of applicant**

**Address, street, apartment**      **City**

**Province**      **Postal code**      **Telephone number**

This request for access to information under the *Access to Information Act* is being made by  a Canadian citizen, permanent resident or another individual present in Canada, or  a corporation present in Canada

\_\_\_\_\_  
**Signature**      \_\_\_\_\_  
**Date**

The personal information provided on this form is protected under the provisions of the Access to Information Act and the Privacy Act.