

Date: _____

Executive Director of the Legal Information Clinic at McGill:

SUBJECT: Request to access personal Information

Dear,

According to articles 38 and 39 of the Civil code of Quebec, all persons with personal information held at the Clinic have the right to access copies of their personal information.

Under section 27 of the *Act respecting the protection of personal information in the private sector*, I hereby request a copy of the documents concerning me: *(indicate the documents concerning you that you wish to obtain)*:

(Access to the file can only happen if the LICM is able to verify the identity of the person who is making the request. Therefore, please attach a copy of a proof of identity to this request to ed.licm@mail.mcgill.ca).

Thank you for your assistance in this matter.

Sincerely,

Address: _____

Tel.(day): _____

Signature: _____

Last name, first name: _____