

CLOSED MEETING INVESTIGATION COMPLAINT FORM



In Accordance with Section 239
of the *Municipal Act 2001 (as amended)*

Please Forward Completed Forms To:

City Clerk
City of Woodstock
Main Floor, City Hall
P.O. Box 1539
500 Dundas Street
Woodstock, ON
N4S 0A7

or: ahumphries@cityofwoodstock.ca

The City Clerk will then forward the complaint, along with any other required information, to the Closed Meeting Investigator.

CLOSED MEETING INVESTIGATION COMPLAINT FORM
 Section 239 – Municipal Act, 2001 (as amended)

Complainant's Information

| | | | |
|------------|-------------|--|--|
| First Name | | Last Name | |
| House # | Street Name | Unit # <small>(if applicable)</small> | |
| City | Province | Postal Code | |
| Home Phone | | Daytime Contact Phone | |
| e-mail | | | |

Personal information is collected under the authority of Section 239 of the *Municipal Act, 2001 (as amended)* and will be used by the Closed Meeting Investigator to carry out an investigation under the *Act*.

| | |
|------------------------|--|
| Date of Closed Meeting | |
|------------------------|--|

Reason for Request

Provide as much information as is required to explain the nature and background of the particular occurrence. Attach additional sheets if required. (approximately 19 lines of text)

 Date

 Signature of Complainant
 (entering your name here is representative
 of your signature)