



# The Corporation of the Township of Huron-Kinloss

P.O. Box 130  
21 Queen Street  
Ripley, Ontario  
N0G 2R0

Phone: (519) 395 3735  
Fax: (519) 395 4107  
Email: info@huronkinloss.com

## Media Recording Request Form

The Mayor and/or Clerk of the Township of Huron-Kinloss reserves the right to approve the use of cameras electrical lighting equipment, television cameras and any other device of mechanical, electronic or similar nature used for transcribing or recording proceedings by auditory or visual means by accredited or other representative of any news media if advance notice is provided.

Request for use of Recording Device

on my own behalf; or

on behalf of a media organization if b), please state name of organization below.

Name(s) of Media Organization (please print)

Name(s) of Requestor (please print)

Purpose of Audio/Video Recording (please print)

Please describe below, any other details:

Contact Information (will not be posted publically):

Address:

Telephone:

Email:

Signature:

OFFICE USE

Permission Date:

Audio:

Video/Camera:

Completed and signed requests must be delivered to the Clerk and will be confirmed by the Clerk by email.

In accordance with the Municipal Freedom of Information and Privacy Act, personal information is collected under the authority of the Municipal Act, 2001 and will only be used for the purpose of reviewing media recording requests. Questions about the collection of the personal information may be addressed to the Clerk at the Township of Huron-Kinloss, 21 Queen Street, P.O. Box 130, Ripley, ON, N0G 2R0 or (519) 395 3735