

## Defendant

Last Name	First Name
-----------	------------

Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your Single Name.

Single Name
-------------

Street Number	Street Name	Suite/Unit Number
---------------	-------------	-------------------

City / Town	Province	Postal Code
-------------	----------	-------------

Telephone Number	E-mail
------------------	--------

Sign here to <b>release to Defendant:</b> <b>X</b>	Sign here to <b>release to Representative/Agent:</b> <b>X</b>
---	--

## Representative/Agent

Last Name	First Name
-----------	------------

Street Number	Street Name	Suite/Unit Number
---------------	-------------	-------------------

City / Town	Province	Postal Code
-------------	----------	-------------

Telephone Number	E-mail
------------------	--------

## Offence and Court Information

Offence	Offence Date	Offence Number
---------	--------------	----------------

Trial/Early Resolution Date	Charge laid by: <input type="checkbox"/> OPP <input type="checkbox"/> GSPS <input type="checkbox"/> By-law <input type="checkbox"/> Other
-----------------------------	---

## Notice

All information requested above must be provided in order for your request to be processed. If you do not have the required information it can be obtained from the *Provincial Offences* Sudbury Court Administration Office, [poacourt@greatersudbury.ca](mailto:poacourt@greatersudbury.ca). Information provided may form part of the court record.

A Request for Disclosure can take up to 8 weeks to process. You will be contacted when disclosure is available. Disclosure documentation will be forwarded to you at the email address provided or via ordinary mail should you not provide an e-mail address. A Municipal Prosecutor may also contact you to discuss resolution of this matter.

## Submission of Request for Disclosure

E-mail your completed Request for Disclosure to:	<a href="mailto:municipal.prosecutors@greatersudbury.ca">municipal.prosecutors@greatersudbury.ca</a>
--	--

Fax your completed Request for Disclosure to:	(705) 673-1651
---	----------------

Mail your completed Request for Disclosure to:	Legal Services, Municipal Prosecutors City of Greater Sudbury P.O. Box 5000 Stn. A Sudbury, ON P3A 5P3
--	---

## Privacy

Your personal information is collected under the authority of the *Provincial Offences Act*, R.S.O. 1990. C.P33, Section 46(2) and the Attorney General's Court Services Division Policies and Procedures on Public Access to Court Files. Documents and Exhibits will be used for the purpose of responding to your Request for Disclosure. Questions about this collection should be directed to the Deputy City Solicitor, City of Greater Sudbury, (705) 674-4455 ext. 4551.