

Details of how the information should be provided (eg by way of inspection or as paper hard copy):

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If it is considered necessary to transfer your request to another public authority or to consult any such authority or a third party about your request, do you wish to be notified of this beforehand?

Please tick the appropriate box.

Yes

No

Please send this form to the Chief Executive, specifying the Box No 660, Municipal Buildings, Church Road, Stockton-on-Tees TS18 1WY .

This form is available on the Council's website (<http://www.stockton.gov.uk/foi>)

IMPORTANT DATA PROTECTION: We will process, use and record the Personal Information provided on this form for the purposes of determining your request for information. We may disclose such Personal Information for that purpose to any persons employed by Stockton-on-Tees Borough Council. We will not, however, disclose or exchange the information to or with any other person or organisation save and except where we are required or legally compelled to do so; where there is a duty to the public to disclose or where such disclosure is made at your request or with your consent.

