

Copy of Digital Audio Recording Request

Instructions:

- Complete one Form for each Proceeding you are requesting.

Received Date by TLAB
(yyyy-mm-dd)

Questions or concerns about this form or process can be directed to the Toronto Local Appeal Body by telephone 416-392-4697 or by email at tlab@toronto.ca.

The information collected on this form is considered to be a public record. The legal authority to make the information public is section 1.0.1. of the Planning Act. As stated at Section 27 of the Municipal Freedom of Information and Privacy Act, the privacy provisions of Part 2 of the Act would not apply to any information collected on the form. Questions of this collection can be directed to the Manager of Planning & Liaison, Court Services, 137 Edward Street, 2nd Floor, Toronto, Ontario M5G 2P1 or by telephone at 416-338-7320.

Hearing Date Information

TLAB Case File Number (s)	Hearing Date (yyyy-mm-dd)	Hearing Room
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Requestor Information

First Name		Last 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 name below.			
Single Name			
Corporation Name or Association Name (Association must be incorporated)			
Email		Telephone Number	
Street Number	Street Name		Suite/Unit Number
City/Town	Province	Postal Code	
Signature		Date (yyyy-mm-dd)	

Required Fee

Number of Copies	Format (CD, DVD)	Total Fee
Fee Paid by (Please check one) MasterCard Visa American Express Debit		

Copy of Digital Audio Recording Request

Office Use Only

Fee Received Date (yyyy-mm-dd)	Mailed Date (yyyy-mm-dd):	Processed by (First, Last Name)
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NOTE: Circumstances may arise whereby a digital audio recording of a proceeding, in part or whole, is not available. TLAB endeavours to prepare for the digital audio recording of all oral hearings, including motions, telephone and video conferencing conducted from TLAB offices. Despite this commitment, instances may occur causing a disruption to the ability to provide of a digital audio record, in part or whole. The rights of copyright and reproduction of all digital audio recordings lies and remains with the TLAB and only a certified copy attested to by the Secretary of all or any portion thereof that is intended to be relied upon before a court or tribunal is admissible in evidence and at the discretion of the court or tribunal.