

# Certified Decision Request

Instructions:

- Complete one Form for each Decision you are requesting.
- A fee of \$20 is required for each copy of a Decision 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](mailto:tlab@toronto.ca).

Information, including completed forms, disclosure documents and statements, you disclose to the Toronto Local Appeal Body (TLAB) in relation to a TLAB appeal is an adjudicative record that is a public record available to parties, participants and the general public. As stated in Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, the provisions protecting individual privacy in Part 2 of that Act do not apply to any information collected in the TLAB's prescribed forms and associated filings for appeals.

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.

## Decision Information

|  |                                   |
|--|-----------------------------------|
| TLAB Case File Number                                    | Decision Issue Date (yyyy-mmm-dd) |
| Address and/or Legal Description of Property on Decision |                                   |
| Street Number  | Street Name                       |

## Requestor Information

|  |             |               |                   |
|--|-------------|---------------|-------------------|
| First Name   | Last Name   |               |                   |
| <input type="checkbox"/> 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  |             |               |                   |
| Company Name or Association Name (Association must be incorporated)  |             |               |                   |
| Email  |             |               |                   |
| Telephone Number   |             | Mobile Number |                   |
| Street Number  | Street Name |               | Suite/Unit Number |
| City/Town  | Province    | Postal Code   |                   |
| Date (yyyy-mm-dd)  |             |               |                   |

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## Required Fee

|                                |   |
|--------------------------------|---|
| Number of Certified Copies     | Total Fee   |
| Fee Paid by (Please check one) | <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> America Express <input type="checkbox"/> Debit |

## Office Use Only

|                                |                                  |                                 |
|--------------------------------|----------------------------------|---------------------------------|
| Fee Received Date (yyyy-mm-dd) | Mailed/Emailed Date (yyyy-mm-dd) | Processed by (Name-First, Last) |
|--------------------------------|----------------------------------|---------------------------------|

NOTE: Electronic copies of all Decisions related to a proceeding are posted on the TLAB website at [www.toronto.ca/TLAB](http://www.toronto.ca/TLAB) and are available without charge.