



## **INFORMATION REQUEST**

**Western Districts Child Protection Services**

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I / We \_\_\_\_\_ would like to request access to my/our personal file from Western Districts Child Protection Services.

I / We understand that it may take from 15 – 30 working days for the agency to process this request and contact me to collect the information.

I/We understand that the agency will provide a copy of personal case notes on my/our file.

\_\_\_\_\_  
Signature

Dated: \_\_\_/\_\_\_/\_\_\_

\_\_\_\_\_  
Signature

Dated: \_\_\_/\_\_\_/\_\_\_