



Request for Information

Dear Municipal Candidate

To better serve those running for office, an election procedure has been established whereby the Town of Essex Clerk's Office (Town) will be compiling questions and requests for information by candidates (during the election period) that will be made available and easily accessible for public review.

Should you have any questions or inquiries about anything related to Town services or operations, where such information is not addressed and generally made available on the Town of Essex website, you must complete the Request for Information and Inquiry Form on the Town's elections webpage or submit your question or inquiry email to: elections@essex.ca. Please take the time to review the information made available to you on the Town website including past reports, minutes, agendas, and By-Laws prior to reaching out.

Given the staff time required for some information requests, the requestor will be advised as to when to expect a response to such information request. Where appropriate and applicable, if the information requested is not a public record, the requestor will be notified and in that case the requestor may decide to proceed with a request under the *Municipal Freedom of Information and Protection of Privacy Act*.

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elections@essex.ca

519-776-7336 ext 1146