

SUN PEAKS RESORT CORPORATION (“Sun Peaks”)

4. What is the time period of the records? Please give specific dates to avoid delays in Sun Peaks’ response.

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5. What is the Subject’s current or past relationship with Sun Peaks? (eg. services contractor, consultant, vendor, etc.)

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Signature*	Date
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Your signature above indicates:

- (a) consent for Sun Peaks to use the information provided to confirm identification and to locate the requested personal information under Sun Peaks’ control, and to evaluate the access request, and
- (b) if you are a Representative, that you have been validly authorized to represent the Subject of the requested personal information and that you are able to provide the necessary consent to Sun Peaks to disclose the information under this Request for Access.

The minimum service fee to provide the information you request is \$10.00. In some cases the cost may be greater in which event we will advise you of the actual cost in advance.

Normally, Sun Peaks will try to respond to your request within 30 days of its receipt. Sun Peaks may need to extend such period to better identify the information, to prevent any unreasonable interference with Sun Peaks activities due to the volume of information, to undertake consultations as to legal issues concerning access, or to convert the information into an alternative format. If such an extension is necessary, Sun Peaks will advise you of the extension, its reasons, and the estimated response date.

Sun Peaks cannot advise you in advance that access to all or any part of the requested information will be provided, since privacy laws prohibit, or allow for restrictions on, the disclosure of personal information in certain situations. In such a case, Sun Peaks will advise you of such prohibitions or restrictions to the extent permitted by law.

For more information about our privacy practises see the [Sun Peaks Privacy Policy](#).

Please submit your signed request including attached ID and a cheque or money order for \$10.00 (payable to Sun Peaks Resort Corporation) to the Sun Peaks Privacy Officer. If we inform you after reviewing your request that the cost is greater than \$10.00 and you notify us that you are withdrawing your request, we will destroy the cheque or money order.

Please send your request to:
Privacy Officer
Sun Peaks Resort Corporation
1280 Alpine Road
Sun Peaks, British Columbia, V0E 5N0
E-mail: privacy@sunpeaksresort.com

FOR OFFICE USE ONLY	
Date Access Request Received:	
Location Received:	
Identity (and Representation) Verified by:	Date:
Date of Response:	