

# Request for Personal Records under The Child and Family Services Act

## FOR QUESTIONS OR TO SUBMIT YOUR FORM

### Records & Privacy

14th Floor – 1920 Broad Street

REGINA, SK S4P 3V6

Phone: 306-787-0227 | Fax: 306-798-5550

Email: [access.privacy@gov.sk.ca](mailto:access.privacy@gov.sk.ca)

Once we receive the form, we will contact you by phone or email to review your information and to explain the process to you. If you have any questions, you can contact our office.

### Your Information:

Current Last Name		First Name		Middle Name	
Previous Last Names (e.g., Maiden Name, Name at Birth)					
Street/Box Number	Street Name	City/Town		Province	Postal/Zip Code
Country	Phone Number		Alternate Phone Number		
Date of Birth (mm/dd/yyyy)		Email Address			

### What Records Do You Wish to Access?

Check all that apply:

- |  |  |
|--|--|
| <input type="checkbox"/> Child In Care Records | <input type="checkbox"/> Adoption Records  |
| <input type="checkbox"/> Provider Records      | <input type="checkbox"/> Involvement with Child & Family Services (Protection Information) |

Is there a specific time period you are looking for?

Is there any other information you can provide to help our search?

**Please attach two pieces of identification. One primary piece and one secondary piece is required.**

#### PRIMARY IDENTIFICATION

- Driver's license
- Passport
- Canadian Citizenship Card
- Permanent Resident Card
- Canadian Record of Landing/Canadian Immigration Identification Record
- Certificate of Indian Status
- Métis Nation/Federation Photo ID

#### SECONDARY IDENTIFICATION

- Health Card
- Birth certificate
- School ID card (student card)
- Bank or credit card (only if applicant's name is on card)
- Vehicle registration (only if applicant's signature is shown)
- Picture employee ID card
- Other documents which would be considered acceptable identification for cheque cashing purposes at banks or other financial institutions