

Legal Department Disclosure Request Form

Defendant

First Name		Last Name	
Corporation Name			
Street Number	Street Name		Suite/Unit Number
City/Town		Province	Postal Code
Telephone Number		E-mail	

Representative – Paralegal or Lawyer

First Name	Last Name	LSO Number
Telephone Number	E-mail	

Offence and Court Information

Offence Location		Street Address	
Officer Name/Badge	Department	Offence Date	Offence / Information Number
Offence (Fire, Building, Zoning, By-law etc.)			Contrary to (Act name or By-law number)
Court Date	Courtroom		Time

Notice

In order for your request to be processed, you must complete the entire form. If you do not have the required information with you, it can be obtained from the Court Administration Office, burlingtoncourt@burlington.ca. All Requests require 6 to 8 weeks to be processed. You will be contacted when disclosure is available. The Town of Oakville Prosecutors' Office may contact you via e-mail for the purposes of providing disclosure and/or resolution discussions. Information provided may form part of the court record.

Filing Instructions

For all Town of Oakville Prosecutions, Oakville Town Hall, 1225 Trafalgar Rd, Oakville, Ontario L6H 0H3, or e-mail the completed form to disclosure@oakville.ca

Legal Services collects personal information on this form under the legal authority of the Provincial Offences Act, RSO, 1990, Chapter P.33. Section 46(2). The information is used to provide disclosure and for further communication with the defendant or their representative. Questions about this collection can be directed to the Town Solicitor.