# File: 292-30/[REQUESTNUMBER]

# Your File: [CUSTOMFIELD60]

# [TODAYDATE]

# Sent via email: [RQREMAIL]

[ADDRESS]

Dear [RFNAME] [RLNAME]:

# Re: Request for Access to Records

# *Freedom of Information and Protection of Privacy Act* (FOIPPA)

Thank you for your letter of Date requesting that the Ministry of Agriculture and Food waive the fees assessed in our letter of Date.

We will make every effort to respond to your request for a fee waiver as quickly as possible. Under section 75(6), FOIPPA allows a maximum of 20 business days for us to respond to your request. We will advise you of the Ministry's decision by Date. A complete copy of FOIPPA is available online at:

<http://www.bclaws.ca/civix/document/id/complete/statreg/96165_00>

If you have any questions regarding your request, please contact [PRIMARYUSERNAME], the analyst assigned to your request, at [PRIMARYUSERPHONE]. This number can also be reached toll-free at 1 833 283-8200. Please provide the FOI request number, found at the top right of the first page of this letter, in any communications.

Sincerely,

[PRIMARYUSERNAME], [PRIMARYUSERTITLE]

Information Access Operations