

Personal Information Bank Form

Date: October 19, 2015

Title (Name) of PIB: Reference Requests	File Number: N/A
Location – Primary Office: Archives	
Location – Other Offices: None	
Information Maintained (description): Date of request, name, phone number, email address, department (if AU Staff), research question	
Individuals: AU Staff, Public	
Legal Authority: Section 33 (c) of the Alberta <i>Freedom of Information and Protection of Privacy Act</i>	
Purpose: To document reference requests by staff and the public for access to archives records.	
Remarks:	