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Practice *Direction*

Appeal fees

General

1. The *Act* requires a person who wishes to appeal a decision of an institution to pay an appeal fee as set by regulation.

When fee to be paid

2. An appellant should provide the IPC with the applicable appeal fee at the time the appeal is made.

To whom fee payable

3. The appeal fee may be paid by cheque or money order, payable to “THE MINISTER OF FINANCE.”

Applicable fees

4. An appellant who requested access to, or correction of, his or her own personal information must pay a fee of \$10. An appellant who requested other information must pay a fee of \$25.

No fee required

5. An appellant who did not make a request, but is appealing an institution’s decision to disclose information relating to the appellant, is not required to pay an appeal fee.
6. An appellant is not required to pay an additional appeal fee for any subsequent appeal from a decision of an institution concerning the same request.

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If you have any comments regarding this document, wish to advise of a change of address, or be added to the electronic mailing list, contact:

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