

## Cooperative Boards

### **Exhibit - Recurrent Requester Notification**

*The Cooperative Freedom of Information Officer completes this form on Cooperative letterhead.*

\_\_\_\_\_  
Name of record(s) requester

\_\_\_\_\_  
Date of receipt of request

\_\_\_\_\_  
Contact information

You are notified that your request for a Cooperative record(s) is being treated as a request from a recurrent requester, as defined in Section 2(g) of the Freedom of Information Act.

Your request is being treated as a request from a recurrent requester because, in the 12 months immediately preceding this request, you have submitted to the Cooperative one or more of the following:

- ☐ 1. A minimum of 50 requests for records
- ☐ 2. A minimum of 15 requests for records within a 30-day period
- ☐ 3. A minimum of 7 requests for records within a 7-day period

You will be provided an initial response to your request for documents within 21 business days following the date the Cooperative received your request.

In that response, you will receive one of the following responses, whichever is appropriate:

1. An estimate of the time required by the Cooperative to provide the records requested and an estimate of the fees to be charged, which you must pay in full before the Cooperative copies the requested documents; or
2. A denial of the request pursuant to one or more of the exemptions set out in the Freedom of Information Act; or
3. A notification that the request is unduly burdensome and an extension of an opportunity for you to reduce the request to manageable proportions; or
4. Provision of the records requested.

\_\_\_\_\_  
Name of Freedom of Information Officer (Printed)

\_\_\_\_\_  
Telephone or email contact information

\_\_\_\_\_  
Freedom of Information Officer (Signature)

\_\_\_\_\_  
Date of Recurrent Requestor Notification

Implemented: 9/2015

Reviewed: 8/9/2021