

## Appendix II

### Council Code of Conduct Corporate Policy Request for Investigation Form

Name of Requestor: \_\_\_\_\_

Home Address: \_\_\_\_\_  
(house #, street name, P.O. Box #, city/town, province, postal code)

Primary Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

I, \_\_\_\_\_ (Print Name), hereby request the Integrity Commissioner for the Town of Renfrew to conduct an inquiry pursuant to section 223.5 of the *Municipal Act, 2001*.

Section(s) of alleged contravention(s) of the code of conduct: \_\_\_\_\_

\_\_\_\_\_

Date(s) and time(s) of conduct: \_\_\_\_\_

Location(s) of conduct: \_\_\_\_\_

Persons (including witnesses) alleged to be involved in the contravention:

Name:	Home/Cell Phone:	Email Address:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Provide the particulars of the request for inquiry regarding the alleged contravention of the code of conduct from a member of Council on a separate sheet of paper and attach.

Every complaint must be accompanied by the prescribed fee in the amount of \$150.00. Complaints that do not have the fee included will not be submitted to the Integrity Commissioner.

*Please also attach copies of all documents relevant to the requested investigation.*

Please deliver your request in person to:

Kim Bulmer, Clerk  
Town of Renfrew  
127 Raglan St. S.  
Renfrew, ON K7V 1P8

\_\_\_\_\_  
Signature of Requestor:

\_\_\_\_\_  
Date: (yy/mm/dd)