



# Privacy Complaint Report For Use by the Public

CH 502 (R2025-01)

**Mail or Deliver Request during business hours to:**

FOIP Coordinator  
Calgary Housing  
200, 2535 – 3<sup>rd</sup> Ave SE  
Calgary, Alberta T2A 7W5  
**Or email:** [chfoip@calgary.ca](mailto:chfoip@calgary.ca)

The personal information collected on this form (including attachments) is pursuant to Section 33(c) of the *Freedom of Information and Protection of Privacy Act*. The information will be used to investigate the privacy complaint you have reported and for Calgary Housing to contact you with any questions during the investigation. The information may also be used for statistical purposes. It may not be possible to investigate your privacy complaint without sharing your name and details of the complaint with relevant Calgary Housing staff. If you have questions regarding the collection, use, and disclosure of personal information provided on this form, please contact the FOIP Coordinator at 368-886-3165; or email [chfoip@calgary.ca](mailto:chfoip@calgary.ca), or at Calgary Housing at 200, 2535 3<sup>rd</sup> Ave SE, Calgary, AB T2A 7W5.

Report Date (YYYY/MM/DD)
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<b>File #</b> (For office use only)
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Contact Information		
Name	Phone Number	
Address		
City	Province	Postal Code
Do you consent to receiving all future correspondences via email? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please provide your email address	

Incident Description
Type of Complaint: <input type="checkbox"/> Unauthorized access to your personal information <input type="checkbox"/> Unauthorized collection of your personal information <input type="checkbox"/> Unauthorized disclosure of your personal information <input type="checkbox"/> Unauthorized use of your personal information
Please provide as much information about the privacy complaint as possible. E.g. time of incident, Job Title of employee(s) involved, any witnesses, and details of the incident.

**Personal Information Involved**

Describe the personal information involved (please check box)

- Name
- Identifying Feature (e.g. ethnicity, age, sex)
- Identifying Number (e.g. SIN, AHN)
- Financial Information
- Medical Information
- Other Information (specify) \_\_\_\_\_

**Notification**

Have you notified anyone else of this incident yet?     Yes     No    If yes, whom?

**Attachments**

Please provide any evidence you have to assist with Calgary Housing's investigation (e.g. screenshot, paper materials, email message)

**Contact Us**

For general questions, please call the FOIP Coordinator at 368-886-3165 or email at [chfoip@calgary.ca](mailto:chfoip@calgary.ca)