**ANNEX 2 – Information Transfer Form**

**Date and time Information Request lodge:**

**Registration Number of Request:**

**To Information Officer:**

**From Information Officer**:

**Internal Notes:**

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

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**Reasons for Transfer:**

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***\*The transferred request should keep its registration number and be tallied as a normal request by the MDA providing the information.***