



For Office Use Only

Date Received: _____

Date Processed: _____

Photo Removal Request

PERSONAL INFORMATION (PLEASE PRINT CLEARLY)

1. Mr. Ms. **Family Name** _____ **First Name** _____

2. **Residence Occupancy Dates:** September 200__ to April 200__ or January 200__ to April 200__

3. **Residence Address:**

[Residence Floor Suite / Room / Apartment]

PHOTO INFORMATION:

Location: www.smu.ca/administration/resoffic

Picture name (if known):

Other identifying information:

ADDITIONAL COMMENTS:

I, the undersigned, hereby request that my photo be removed from the Saint Mary's University Residence Department Website, located at <http://www.smu.ca/administration/resoffic>.

Student Signature: _____ **Date:** _____

For Office Use Only:

Request Received by [Staff Name]: _____

Please Initial: _____

Date received by Webmaster: _____

please Initial: _____

Date Picture Removed: _____

Date confirmation sent to student: _____