

Request to re-use information produced or held by the Scottish Information Commissioner

It is important that you answer all of the questions as fully as you can. This is because the Re-use of Public Sector Information Regulations 2015 require re-use requests to include certain information.

You do not need to send a re-use request for information we publish; you can simply re-use it subject to the terms of the [Open Government Licence](#).

About you	
Title E.g. Miss/Mrs/Ms/Mr/Dr	
Name	
Organisation (if applicable)	
Email	
Telephone	
Address	
Postcode	
What is your preferred method of contact?	
About the information	
What information do you wish to re-use? Provide as much detail as possible. (If you already have the information, it would help if you could send us a copy or give us the weblink.)	
Have you already asked for the information? If you asked us, please give details such as a reference number. If you asked another public body, tell us which body and, if possible, send a copy of the response.	
In what format would you prefer the information for re-use?	
How do you wish to re-use the information? For example: on an intranet site, to copy for in-house training papers	
Do you plan to publish the information? If yes, please provide details: publication title, website address, name of publisher	
<p>Where to send your form</p> <p>Email your form to us at: enquiries@itspublicknowledge.info or</p> <p>Print it and send it to: The Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife, KY16 9DS</p> <p>t 01334 464610</p> <p>f 01334 464611</p>	