

Registered Owner's Authorization Letter



This form must be signed by the registered owner(s) of the property. Leasees or renters are not considered authorized signatories.

As the registered owner(s) of the property located at:

Civic Address								
Legal Description	Lot		Block		Plan		District Lot	

Registered Owner:

Corporation ☐ A Corporate Search must be submitted showing proof of signing authority.
Strata ☐ A Strata may submit AGM minutes identifying elected Council Members.

Registered Owner Name(s)*	
Authorized Signatory	
Signatory Address	
Signatory Phone	Signatory Email
Date	Signature

Authorize as my agent:

Corporation ☐ A Corporate Search must be submitted showing proof of signing authority.

Authorized Agent Name(s)*	
Authorized Signatory	
Signatory Address	
Signatory Phone	Signatory Email
Date	Signature

To do the following:

☐	
☐	
☐	
☐	

*Where more than two owners or agents are authorized signing authorities, proof of majority consent will be required.

Freedom of Information and Protection of Privacy Act: personal information contained on this form is collected under the Freedom of Information and Protection of Privacy Act and the Community Charter and will be used for the purpose of processing your permit application. If you have any questions about the collection, use or disclosure of this information, please call the Corporate Services Department at 250-495-6515.