



District of North Saanich

## Request for Copies of Information from Property File

Property address: \_\_\_\_\_

Applicant to Complete		
✓	Item Requested	Comments
	Final Occupancy Permit	
	Septic Field Plan	
	Site Survey *	
	Building Plans - * and **	
	Other (please specify) Attach additional page if necessary	
	Zoning Information	
	Bylaw Information	

Office Use	
On File	Not on File

\* ***“Request to obtain copies of copyrighted materials” form must be completed.***

\*\* ***Only owners may obtain copies of building plans.***

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Complete Section 1 or Section 2 below:**

**Section 1:**       I am the registered owner of the above noted property:

\_\_\_\_\_

Signature \_\_\_\_\_  
Date

**Section 2:**       I am not the registered owner of the above noted property:

I, \_\_\_\_\_ hereby authorize \_\_\_\_\_ to

(owner) (requesting party)

obtain information from the property file for \_\_\_\_\_

(address)

\_\_\_\_\_

Signature of Owner \_\_\_\_\_  
Date

**Office Use Only:**

Amount Owing: \_\_\_\_\_

Paid \_\_\_\_\_