



City of Peterborough, Building Services Division
 Infrastructure and Planning Services Department
 500 George Street North, Peterborough, ON, K9H 3R9
 705-742-7777 Ext 1892

AUTHORIZATION TO ACT AS AGENT

(If the Legal Owner is not requesting the information)

I, _____ (print name), the legal owner, or who has signing authority
 of

_____ (civic address),

hereby authorize _____ (name)

of _____ (name of company, etc. if applicable)

to act as my agent pertaining to the above property, with respect to the following information:

(Reason for Authorization - please check any and all boxes that apply)

- to apply for and obtain a building or demolition permit; sign, plumbing or pool enclosure permit;
- to receive detailed information on zoning, outstanding work orders and /or location survey compliance involving my property;
- to obtain information regarding Enforcement Services, including property standards and maintenance issues on my property, including communicating with City staff and accessing my property for the purpose of inspections;
- to receive detailed information on pending legal matters involving my property, and to undertake steps to secure my property (including demolition if necessary).
- other matters (please specify) _____

Please indicate whether this authorization has a limited time frame:

Start Date: _____ 20____ To End Date: _____ 20____

Date Not Applicable:

Signature (Legal) Owner *Owner Telephone # or Email address* *Date*

Signature Acting Agent *Agent Telephone # or Email address* *Date*

1. This authorization requirement applies to spouses or other family members that are not listed on the deed (see your tax bill for who is listed on the deed).
2. If a numbered company or company, Institution, a board owns a said property; will have to sign our Representation and Warranty form, or a legal document to verify who has signing authority for the business will be required.

Please note: Photo I.D. will be required.