



## Owner Authorization Letter

1903 Mount Newton Cross Road Saanichton BC V8M 2A9 250 544-4217 [centralsaanich.ca](http://centralsaanich.ca)

Please note that there are fees associated with copies as per the Fees and Charges Bylaw. If this form is being submitted with a Property Information Request, please ensure to apply for this through our online portal at [www.centralsaanich.ca/onlineservices](http://www.centralsaanich.ca/onlineservices)

Attention: Planning and Building Department  
District of Central Saanich  
1903 Mt Newton Cross Road Saanichton BC  
V8M 2A9

Re: **Civic Address** \_\_\_\_\_

As owner of the above noted property, I **authorize**

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

**Company:** \_\_\_\_\_

- ☐ to view and obtain copies of plans and permits existing in the file;
- ☐ to make application and obtain permits on my behalf; and/or
- ☐ \_\_\_\_\_

relating to the above noted property. I am aware that permits apply to the property and are the responsibility of the current property owner.

\_\_\_\_\_  
Owner - print name

\_\_\_\_\_  
Phone Number (**\*\*REQUIRED**)

\_\_\_\_\_  
Owner – signature

\_\_\_\_\_  
Owner Email (**\*\*REQUIRED**) / Date

\_\_\_\_\_  
2nd Owner (if applicable) - print name

\_\_\_\_\_  
2nd Owner Contact Phone or Email

\_\_\_\_\_  
2nd Owner – signature

\_\_\_\_\_  
Date