



City of Peterborough

REQUEST FOR INFORMATION

(This form is intended only for use to request: Tax Certificates, Work Order Certificates, Zoning Information, and Compliance Certificates)

Please enclose a cheque to cover your "Request for Information" or indicate your account information.

Firm Name: _____

Requesting Solicitor (if different from above): _____

Mailing Address: _____

Contact Name: _____ Postal Code: _____

Phone Number: _____ FAX Number: _____

Please supply the items of information indicated below. I require this by: _____, 20____

Required	√	Fee
Tax Certificate - (Pat White – Financial Services)		\$40
Work Order Certificate - (Building Division)		\$30
Zoning Information - (Building Division)		\$30
Heritage Designation - (Building Division)		n/c

Required	√	Fee
Survey Compliance - (Building Division)		\$75
Subdivision Compliance - (Tim Madill – Planning Division)		\$70
Site Plan Compliance - (Brian Buchardt – Planning Division)		\$70

(For faster service, please issue a separate cheque and request for Tax Certificates)

Enclosed is Cheque #(s) _____ for a total of \$ _____

Information request for:

Property Address: _____

Legal Description: _____

Roll Number: _____ Your File Number: _____

Survey Enclosed: No Yes Date Survey Signed: _____

Survey Signed by: _____

Purchaser Mortgagor _____

Purchase from/Mortgage to: _____

Present Owner/Mortgagor

Mail to: City of Peterborough, 500 George Street North, and Peterborough, ON K9H 3R9

Attention: Financial Services (Tax Certificate)
Planning Division (Subdivision/Site Plan Compliance)
Building Division (Survey Compliance, Work Orders/Zoning Information, Heritage Designation)

Phone #s: 705- 742-7777:

Financial Services Ext. 1865 Building Division Ext. 1892, Planning Division Ext. 1880

Fax #s: Financial Services –705- 748-8839 Building Division –705-742-1294 Planning Division – 705-742-5218