



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

Date

Signature Acting Agent

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 name is listed on the deed; an article of incorporation or document to verify signing authority for the business will be required.

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