



Building Department
Request for Documents -- Application Form

Address/Property

Requester (Please select) Owner Representative (Authorization letter attached)

Record (s) Requested (Please Select) Drawings & Plans Permits Septic Records

REQUESTER CONTACT INFORMATION			
First Name	Middle Name	Last Name	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Company Name (if applicable) <input type="text"/>			
Address		City or Town	Province
<input type="text"/>		<input type="text"/>	<input type="text"/>
Phone Number (Day)	Phone Number (Evening)	Email Address	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Drawings may not accurately reflect the as-built condition of the building, since modifications that do not contravene the Building Code Regulation may have been made subsequent to construction. The Township of King does not guarantee the accuracy of the information provided and will not be held liable for actions as a result of the use of record(s)

By signing below, We/I the requester agree to adhere to the Copyright Act, and acknowledge that copyrighted documents may not be reproduced for profit, nor submitted as plans for construction, nor be presented as original work.

Requester

Date Received

OFFICE USE
Personal information has been severed as applicable. Each copy is stamped "Copyright" and stamped "Not As -Built" and initialed by staff
Courier Costs, plus copying and binding costs plus x 1.4`

<input type="text"/>	<input type="text"/>
Building Staff	Date Completed

The personal information on this form is collected under the authority of Municipal Freedom of Information and Protection of Privacy Act, and will be used to give notice of copyright restrictions of copied material. Questions regarding the collection should be directed to the Clerk, Township of King @ 905-833-5321