



APPLICATION FOR FILE SEARCH

Applicant:

Mailing Address:

Email: Tel. No.:

Registered Owner of Land:

Mailing Address:

Email: Tel. No.:

Street Address of Request:

Legal Description:

Plan: Block: Lot:

I would like to receive my request by:

- Email to applicant
- Email to applicant and land owner
- Phone
- Mail

ANY PERSONAL INFORMATION THAT YOU PROVIDE TO OUR OFFICE IS BEING COLLECTED FOR THE PURPOSE OF PROVIDING A MUNICIPAL SERVICE AS SPECIFIED IN THE MUNICIPAL GOVERNMENT ACT AND WILL BE USED ONLY IN ACCORDANCE WITH THAT ACT

OFFICE USE ONLY	\$25 File Search Fee Paid: <input type="checkbox"/> In Person <input type="checkbox"/> Online Receipt No.: _____	Date Application Received:

INFORMATION REQUESTED

Current and Historic Development Permits

Historic Real Property Reports

Building Plans/Drawings

Site Survey

Letter of Compliance

Other: _____

THE OWNER MUST COMPLETE THIS SECTION ONLY IF THE APPLICANT IS NOT THE OWNER

I (we) being the registered owner of the above noted property, hereby authorize the above applicant to act on my (our) behalf on matters pertaining to this File Search Request. I (we) hereby certify that I am (we are) the registered owner(s) of the property that is the subject of this application.

Printed Name of Land Owner(s):

Signature of Land Owner(s): Date:

Every application for a File Search Request shall, unless otherwise directed by the Development Officer, be accompanied by the following:

1. Written request (application form) submitted in person, by mail or emailed to engineeringandplanning@edson.ca
2. Applicable Fee(s) paid in person at the Town of Edson Civic Centre or online at edson.ca
3. Land Owner consent if applicant differs from the Land Owner

Please note that no work will commence until all requirements have been met. Expect a 3-5 business day timeline for search results. We cannot guarantee that all information requested will be available. The \$25.00 file search fee is NON-REFUNDABLE.

IF YOU HAVE ANY QUESTIONS CONTACT THE PLANNING DEPARTMENT AT
780-723-4402 or engineeringandplanning@edson.ca