



## Information Request

*Please Note: All information must be completed on this application form. Incomplete information may cause delays or an inaccurate response. Payment must also accompany this form.*

Applicant Name:

Tel:  Fax:  Email:

Mailing Address:

Property Owner (if different than above):

### Subject Property Location

Civic Address:  Town:

Nearest Intersection:

Lot:  Conc.:  Reg. Plan:  Sub Lot:

Municipality:  Former Municipality:

Current use:  Proposed use:

### Please Check the applicable box(es):

- |  |          |
|--|----------|
| <input type="checkbox"/> Septic System Record Search - Image (see box A)                     | \$ 55    |
| <input type="checkbox"/> Septic System Record Search - Image and Letter (see box A)          | \$ 75    |
| <input type="checkbox"/> Cursory Review and Written Response (see box B)                     | \$ 110   |
| <input type="checkbox"/> Property Inquiry (10 business days, see box B)                      | \$ 250   |
| <input type="checkbox"/> Property Inquiry with Site Inspection (10 business days, see box B) | \$ 445   |
| <input type="checkbox"/> Data request (see box B)  | Variable |

**Total applicable fee:**

#### (A) Septic Permit Record Information (if applicable)

- Approximate date of sewage system installation: \_\_\_\_\_
- Owner at the time of installation or a list of previous owners \_\_\_\_\_

#### (B) Planning Property Review Documents/Information (if applicable)

- Cover letter with specific information requested/reason for review
- Site map and site plan showing distance from buildings, roads, watercourses, top of slope

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date