



## 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 (10 business days, see box A)            | \$ 80    |
| <input type="checkbox"/> Septic System Record Search - Image and Letter (10 business days, see box A) | \$ 100   |
| <input type="checkbox"/> Screening Fee; Cursory Review and Written Response (see box B)               | \$ 130   |
| <input type="checkbox"/> Property Inquiry (10 business days, see box B)                               | \$ 290   |
| <input type="checkbox"/> Property Inquiry - Expedited review (5 business days, see box B)             | \$ 560   |
| <input type="checkbox"/> Property Inquiry with Site Inspection (10 business days, see box B)          | \$ 500   |
| <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 \_\_\_\_\_
- **Please send completed forms to [septic@nation.on.ca](mailto:septic@nation.on.ca) or return to SNC Office**

### (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
- Property owner permission (if applicable) for active Conservation Authorities Act records
- **Please send completed forms to [planning@nation.on.ca](mailto:planning@nation.on.ca) or return to SNC Office**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date