



OAKVILLE

Information Request Form

Building Services Department

Corporation of the Town of Oakville
1225 Trafalgar Road
Oakville, Ontario
L6H 0H3

Please type or print clearly (one address per request only)

Applicant Information:

First / Last name:

Address:

No.:

Street name:

City:

Prov:

P Code:

Signature:

Date:

Telephone number:

E-mail address:

Records Search (one address per request only)

Municipal Street Address:



View / Copy of survey



View / Copy of drawings or microfiche*



View / Copy of information in street file*



Copies of inspection records*



Order replacement copies of permit documents*



View / Copy of Committee of Adjustment files



View external building elevations only

Other information required (be specific):

Notes:

*Access to this information requires written authorization from current property owner. Authorization needs to name the requestor specifically and must be signed.

Copies of plans or architectural drawings are released pursuant to the
Municipal Freedom of Information Act and Protection of Privacy Act (MFIPPA).
The full provisions of the *Copyright Act* apply to the use and reproduction of all disclosed records.

Office Use Only

Fees:

F.O.I. Request Submission fee \$5.00

Minimum processing fee (15 minutes):Cash \$7.50

Start time: _____ Finish time: _____

Additional time: _____ min. x \$7.50/15 min. = \$

Copies made: _____ pages x \$0.20/page = \$

Large Copies made: _____ pages x \$1.50/page = \$

Other charges: _____ \$

Cash

Cheque

Debit

RECEIPT NO.:

TOTAL: \$

Building Services Representative:

F.O.I. Folder Number:

The personal information accompanying your submission is collected under the authority of the *Planning Act* and forms part of the public record which may be released to the public. Questions about this collection should be directed to the Building Services Department at 1225 Trafalgar Road, Oakville ON L6J 905 845-7376.