



Agent Authorization Form

Planning and Development Department

ADDRESS(ES)* _____

PID(S) _____

**Note: All properties listed must be owned by the same registered owner(s).*

This Authorization Form shall serve to notify the City of Burnaby ("City") that I am / we are the legal owner(s), as applicable, of the said land described above ("Property") and do authorize the person indicated below ("Agent") to act on the Owner's behalf on all matters pertaining to the below indicated application type(s) ("Application") for the Property. The Owner acknowledges that it has read and understood this Authorization Form and the application requirements for the Application and hereby authorizes the Agent to act on the Owner's behalf.

It is understood that, until the City is advised, in writing, that the Agent no longer acts on the Owner's behalf in respect of the Property, the City shall deal exclusively with the Agent regarding the Application. The Owner acknowledges that the City is under no obligation to communicate with the Owner or any other person other than the Agent, with regard to the Application.

All registered owners of the Property shall sign this Authorization Form. If the Property is company-owned the Owner must be represented by an Agent. Use additional sheets if necessary. Any changes in the ownership or leasehold status of the Property will require the submission of new Authorization Forms.

Please check the applicable application type below (check all that apply):

- | | | |
|---|---|---|
| <input type="checkbox"/> Property Address Change | <input type="checkbox"/> Temporary Use Permit | <input type="checkbox"/> Strata Titling |
| <input type="checkbox"/> Access and Copy of Planning Record(s) | <input type="checkbox"/> Comprehensive Sign Plans | <input type="checkbox"/> Liquor Licence Application |
| <input type="checkbox"/> Rezoning/Subdivision/Preliminary Plan Approval/DVP | <input type="checkbox"/> Heritage Application(s) | |

REGISTERED OWNER(S)	Property Owner(s)** <small>(If company-owned, also provide a contact name - Print)</small>		
	Mailing Address		
	Main Phone Number(s)		
	E-Mail Address		
		Signature Below:	Date (YY/MM/DD)
	Owner		
	Owner		
Owner			

AUTHORIZED AGENT	Name of Agent (Print)		
	Company Name <small>(if applicable)</small>		
	Mailing Address		
	Main Phone Number(s)		
	E-Mail Address		
		Signature Below:	Date (YY/MM/DD)
Agent			

**If the Property is strata titled, the Strata Council represents the Owner and Strata Council meeting minutes are required to show owners of the strata lots on the Property have approved the Application.