



Permits and Inspections Division
1 Centennial Square
Victoria, BC V8W 1P6

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Permission to Access City Plans

Owner / Company: _____
PROPERTY OWNER OR COMPANY NAME AS REGISTERED ON TITLE PHONE EMAIL

Owner / Company Address: _____
UNIT NUMBER STREET CITY PROVINCE POSTAL CODE

Please be advised that I, _____,
REGISTERED OWNER / OFFICER

being the registered owner of _____
CIVIC ADDRESS (INCLUDE UNIT NUMBER FOR STRATA PROPERTIES)

give permission to _____
NAME

PHONE EMAIL

of _____
COMPANY NAME IF APPLICABLE

to view and request copies of the plans the City has on record for the address listed above.

Owner / Officer's Signature: _____ DATE (D/M/Y)

PRINTED NAME

There is a \$25.00 charge to carry-out the plan search. An email with payment instructions will be sent after your form has been processed. Additional fees apply for copying plans.

OFFICE USE ONLY

PAID

Check Sign-out Sheet & Prospero

PULL PLANS FOR: Land _____

Alias _____

LEGAL USE: _____

Building Rolled

Building Files

Street File

Active Plans

No Building Plans

Plumbing Folder Number _____

No Plumbing Plans