

Agent Authorization Letter

Property Owners Name _____

Corporation or Partnership _____

Mailing Address _____

Phone & E-mail _____

Date: _____

To: The Chief Building Official
Township of Central Frontenac
Building Department
PO Box 89
1084 Elizabeth St.
Sharbot Lake ON K0H 2P0

RE: **Proposed Project:** _____
(A brief description of the work to be performed)

Project Location: _____

(Property Address, Legal Description etc...)

The undersigned, being the current owner of the above referenced property, authorizes;

_____/_____
Agents Name **Company Name**

to apply for a building permit for the above referenced project on my behalf. This will allow my agent to answer any and all questions on my behalf and to sign any and all documents for me; however, I understand that I shall be responsible to ensure that my project complies with the Ontario Building Code.

Print Name
Of Individual Owner **OR**
Authorizing Officer

Signature
of Individual Owner **OR**
of Authorizing Officer
(I have authority to bind the Corporation)

Date

Note: This form is valid only for one access to Building Permit Record Application. Subsequent applications by an authorized agent will require a new agent authorization form completed by the current property owner.