



# Building Permit Application Certified Professional (CP) Program

11995 Haney Place, Maple Ridge, BC V2X 6A9  
Phone: 604-463-5221 Email: Enquiries@MapleRidge.ca

Application Date: \_\_\_\_\_

## Property Information

Site Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Legal Description: \_\_\_\_\_

This Application Is To (Check Applicable):

<input type="checkbox"/> <b>Construction of New Building(s)</b>	<b>Number of Residential Units:</b> _____	
<input type="checkbox"/> <b>Tenant Improvement</b> Prior to Shell Building Occupancy	<b>Master/Shell Building Permit Number:</b> _____	
	Floor Level: _____	Suite Number: _____

## Permits Required For:

[Sprinkler Permit:](#)     Yes     No                      [Tree Permit:](#)             Yes     No

[Demolition Permit:](#)     Yes     No

## Project Value (Provide Breakdown):

\$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Total (All Stages)      Excavation and Shoring      Foundation to Grade      Full (Remainder Scope)

Description of Work to be Done (Including Proposed Used, Permit Staging, Building Information, and Any Unique Features If Proposed): \_\_\_\_\_

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## Certified Professional (CP)

Company Name: \_\_\_\_\_ Business License/Account: \_\_\_\_\_

Certified Professional Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_

## Registered Property Owner(s):

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_

## Tenant:

Tenant's Name: \_\_\_\_\_

Is the Base Building Owner Aware of this Application?  Yes  No

Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_

## Contractor *Business License Name*

Company Name: \_\_\_\_\_ Business License: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_

## Authorized Agent for Owner

Authorized Agent: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_

**Who will be paying for application fees?**  CP  Tenant/Lesse  Property Owner  Contractor

Authorized Agent  Other: \_\_\_\_\_



**Maple  
Ridge**

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Note: Separate permits are required for electrical, plumbing, gas installation, alterations of sprinklers and illuminated signs. Letters of Assurance for Sprinkler Installation must be submitted at time of application for sprinkler permits.

I acknowledge that the permit application fee is non-refundable.

*Personal information entered on this form is collected under the authority of section. 26(c) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of processing your input. If you have any questions or concerns about how your information will be used, contact the FOI Office by calling 604-466-4300 or by emailing [FOI@MapleRidge.ca](mailto:FOI@MapleRidge.ca). Formal FOI requests may be addressed to the Corporate Officer. For more information about FOIPPA at the city, please visit our Freedom of Information page.*

Certified Professional: \_\_\_\_\_

Print Name	Signature	Date
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CP's Seal and Signature