



11995 Haney Place, Maple Ridge, BC V2X 6A9  
E: [Planning@MapleRidge.ca](mailto:Planning@MapleRidge.ca) | P: 604 467-7341

## Preliminary Application Review Owner Authorization Form

**Note: A Current Title Search (dated within 30 days of the application) must be provided. If a registered owner is a company, a BC Company Search must be provided.**

### SECTION A – REGISTERED OWNER(S): (to be completed by the registered owner(s))

**All** registered owners of a property must sign and date the application form. Use additional sheets if necessary.

**“Owner”** means a person or company registered in the records as owner of land or of a charge on land, whether entitled to it in the person’s own right or in a representative capacity or otherwise and includes a registered owner.

**By signing and dating this application form, I/we (the registered owner(s) noted below) hereby:**

- Authorize \_\_\_\_\_ (**applicant’s name**) to act on my/our behalf on all matters pertaining to the property(ies) noted in Section B that I/we own.
- Acknowledge that the City of Maple Ridge shall deal exclusively with the applicant in all matters pertaining to the application(s) and is under no obligation to communicate with any other person.
- Acknowledge that I/we will immediately submit a Change of Applicant/Owner Form to the Planning and Building department should there be a change of registered owner(s) or applicant.

#### Registered owner (or company director as per BC Company Search if registered owner is a company):

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

#### Registered owner (or company director as per BC Company Search if registered owner is a company):

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_



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### SECTION B – PROPERTY: (to be completed by the owner)

**Property:**

|          |                          |
|----------|--------------------------|
| Address: | Parcel Identifier (PID): |

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### SECTION C – APPLICANT: (to be completed by the applicant)

“**Applicant**” means a person or firm representing the owner by designation or contract.

**By signing and dating this application form, I (the applicant noted below) hereby:**

- Acknowledge that the City of Maple Ridge shall deal exclusively with me in all matters pertaining to the application(s) noted in Section A for the property noted in Section B and is under no obligation to communicate with any other person.

**Applicant:**

|           |        |
|-----------|--------|
| Name:     |        |
| Company:  |        |
| Address:  |        |
| Email:    | Phone: |
| Signature | Date:  |

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* (FIPPA) for application purposes. All application information submitted is considered public records that may be available in various City publications or reports to Council or disclosed through information requests. If you have any questions, you may contact the FOI Office by calling 604-466-4300 ext. 5557 or by emailing [FOI@MapleRidge.ca](mailto:FOI@MapleRidge.ca).

New owners are required to provide proof when taking over an application that its content (i.e., reports and plans) has been acquired from the previous owner(s). All application information submitted associated with this application may be used for reports to Council, available to the public upon request, and may be shared on the City's website as well as displayed on site signage.