



City of Richmond

Letter of Authorization

Permits Section

6911 No. 3 Road, Richmond, BC V6Y 2C1

richmond.ca

building@richmond.ca / zoning@richmond.ca

To whom it may concern:

Property Address: _____

PID: _____

(Required if the property does not have a civic address)

Legal Description: _____

I am the **owner**, as defined in the current City of Richmond *Building Regulation Bylaw* and *Zoning Bylaw 8500*, of the above referenced property and hereby authorize:

Agent for Owner/Applicant: _____

Please print

Tel. No.: _____ **E-mail:** _____

To represent me in an application and/or issuance to: (Please check ✓ where applicable)

- ☐ Building Permit
- ☐ Change of Address
- ☐ Demolition Permit
- ☐ Development Application (Development Permit, Rezoning, Servicing Agreement, Subdivision, etc.)
- ☐ Patio Permit
- ☐ Sign Permit
- ☐ Soil Removal/Fill Deposit
- ☐ Tree Permit
- ☐ Water Crossing Permit

Owner's Information

Name: _____ **Company Name:** _____

Please print

If Applicable

Address: _____

Tel. No.: _____ **E-mail:** _____

Date: _____ **Signature:** _____

If the property is owned by a company, the individual signing this form represents that they are either a director of the company or have signing authority for the company.

This form may be emailed, mailed, or delivered in person to the department (Building Approvals or Zoning) that the application requiring this form is being submitted to.