



1. Address where the work will be conducted (civic number, street **or** lot #):

2. **Applicant** information:

Owner *Representative * A power of attorney from the owner is required

<p>Last and first name (name of the company if applicable): _____</p> <p>Phone 1: _____ Phone 2: _____</p> <p>E-mail: _____</p> <p><input type="checkbox"/> Address is the same as where the work will be performed.</p> <p>If your address is different, please indicate it below:</p> <p>Address (civic number, street): _____</p> <p>Town: _____ Province / State: _____ Postal code: _____</p>

3. Information regarding the request:

A) Please check the applicable box(es) according to the work:

- | | | |
|---|--|---|
| <input type="checkbox"/> Construction | <input type="checkbox"/> Demolition | <input type="checkbox"/> Change of use |
| <input type="checkbox"/> Renovation | <input type="checkbox"/> Shoreline work | <input type="checkbox"/> Sign |
| <input type="checkbox"/> Expansion | <input type="checkbox"/> Tree cutting | <input type="checkbox"/> Septic / well installation |
| <input type="checkbox"/> Ground landscaping | <input type="checkbox"/> Pool / removable pool | |

Other (specify): _____

B) Please indicate the anticipated work start date: _____

C) Please indicate **approximate** cost of the work: \$ _____

D) Please describe the work to be completed:

E) Will a **contractor** be hired to perform the work? Yes No

If Yes, please indicate the following information:

*Please note that only licensed contractors may be listed.

Name of the company: _____
Address (civic number, street): _____ Town: _____
Phone: _____ #RBQ (optional): _____

4. Document(s) attached to the request:

- | | | |
|---------------------------------|----------------------------------|---|
| <input type="checkbox"/> Plan | <input type="checkbox"/> Quote | <input type="checkbox"/> Location certificate |
| <input type="checkbox"/> Sketch | <input type="checkbox"/> Picture | <input type="checkbox"/> Plan layout |

Other (specify): _____

5. Signature:

By signing the present document, I declare that the above information is correct:

Signature: _____ Date: _____

* Please make sure you have all the **required documents** for the permit requested.

* The work must not begin **before the permit is issued**.

* Once your application is received there is a **maximum delay of thirty (30) days** to have your permit issued.

* Please submit your permit request in person at the Town front office or by email: info@stanstead.ca