



# Routine Disclosure for Building Records Request Form

The following documentation may be requested free of charge (check all that apply):

- |  |        |
|--|--------|
| Building Permit                            | Survey |
| Plumbing Permit                            |        |
| Septic Permit (includes layout/evaluation) |        |
| Other:                                     |        |

The following documentation may be requested by the property owner (or with the owner's authorization) with a \$5.00 application fee. Additional fees may apply according to Haldimand County's User Fees By-law:

- |                     |  |
|---------------------|--|
| Building drawings   | Orders   |
| Engineering reports | Supporting documentation for requested permits (excludes inspection reports) |

## Property Details

Municipal Address of Property of Interest:

Roll Number:

Time Period of Records:

## Requestor Contact Information

First Name:

Last Name:

Phone Number:

Email:

Address:

I consent to the use of the information provided here and for the purpose of contacting me with regards to this request.

I understand that I can withdraw my consent at any time by notifying Haldimand County.

**Records are provided by email. If you require an alternate format, please advise Building staff. Please note that additional fees may apply if the requested format is not via email.**

Personal Information contained on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of responding to your request. Questions about this collection may be directed to the Information & Privacy Coordinator at 905-318-5932.

For staff use only:

Identification Verified: \_\_\_\_\_

Date received: \_\_\_\_\_