

Application Checklist

Application Fee \$100.00
Owner Authorization (if applicable)
Certificate of Title
Covenants/Right-of-ways/Easements registered on Title
Certificate that confirms that all taxes, utilities and charges for the property have been paid
Copy of the Property Assessment Notice (from BC Assessment for one year prior to the project initiation)
Confirmed value of the project by:
- the Building Permit Application process and/or
- a certificate in form certifying the actual cost to construct the completed project.
Drawings and/or photos showing the existing property and scope of the proposed project.

TERMS AND CONDITIONS:

I/WE HEREBY declare that I/we:

- a) have read the complete application and concur with and give consent to the work proposed within the application;
- b) assume all responsibility for obtaining appropriate architectural drawings, building permits, inspections and hiring of contractors as necessary;
- c) agree not to involve the District of Vanderhoof or the Revitalization Tax Exemption Program in any legal action with any contractors, estimators, employees, workers or agents arising from or out of the proposed project; and
- d) give consent to the District of Vanderhoof to make all inspections necessary to confirm that the approved plans are implemented in accordance with expected standards.

AND I/WE HEREBY acknowledge that this application and all documents, information and drawings submitted with this application become part of the District of Vanderhoof's records and are subject to the Freedom of Information and Protection of Privacy Act, and may become a public record and be published online as part of the District of Vanderhoof Council public meeting Agenda. Any personal information on this form is collected under the authority of the Community Charter, Local Government Act and the District of Vanderhoof's bylaws for the purpose of processing this application and for administration and enforcement.

Applicant Signature:	Date Signed:
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Send completed application forms to cfo@district.vanderhoof.ca

FOR OFFICE USE ONLY Application received date stamp & signature:
