



Building Department 4949 Canada Way, Burnaby, BC V5G 1M2
Telephone: 604-294-7130 Fax: 604-294-7499 www.burnaby.ca/building

Office Use Only
Building Permit # :

AGENT AUTHORIZATION - BUILDING DEPARTMENT

Demolition and Building Permits

OWNER/LESSEE

This will confirm my appointment of:

(Agent's Name and/or Name of Company)

as my agent in all matters related to obtaining any required building permits or demolition permits for:

Project Address:

and to make all necessary arrangements with the City of Burnaby, to perform all matters and to take all necessary proceedings with respect thereto.

Until the City is advised **in writing** that the agent no longer acts on behalf, the City will deal exclusively with my agent with respect to all matters pertaining to the proposed **demolition and/or building permit** and are under no obligation to communicate with me or any other person other than my agent with regard to these permits. This authorization supersedes all previous appointments.

This document shall not be read as authorizing the Agent to undertake work on the property. Control of activities on the property remains with the property owner. The Agent must obtain written permission from the property owner independently to begin and continue any demolition or construction.

I /We hereby certify that I am/we are the () registered owner(s), or () the lessee of the said land and do hereby consent to the above.

1) Owner's or Lessee's Name Signature

2) Owner's or Lessee's Name Signature

3) Owner's or Lessee's Name Signature

Company Name (if applicable) Date

AGENT

Acknowledged by Agent:

(Agent's Name and/or Name of Company)

Agent's Signature:

Phone: Email: Date:

Address:

All building permits are issued in the owner's name and only the owner, not the agent, can request for transfer, refund or cancel a permit.