

Municipality of

# WestLake-Gladstone

## Letter of Authorization

I am the **Owner** of the property listed below, as defined in the current "Zoning Bylaw":

**Property Owner's Name:** \_\_\_\_\_

**Property Address (Civic #):** \_\_\_\_\_

**Legal Descriptions:** \_\_\_\_\_ **Roll #:** \_\_\_\_\_

I hereby authorize the following person to act as my agent in all aspects in order to obtain a building permit and/or any other permits and approvals from the Municipality of WestLake-Gladstone for the property above.

**My designated Agent is:**

\_\_\_\_\_  
Please Print

Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

This will allow my agent to answer any and all questions on my behalf and to sign any and all documents for me. However, **I accept full responsibility** to ensure that my project meets all zoning, building, and any other applicable code compliance.

**Owner's Information:**

**Signature:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*Persons acting for the Property Owner as an agent (such as a contractor, or as the Permit Applicant) are required to provide a completed and signed "Letter of Authorization" prior to issuance of any permits.*