

## APPOINTMENT OF AGENT

Use this form to give authorization for someone other than the owner to act as the applicant

I/We, the owners of the subject property having a civic address of: \_\_\_\_\_

Legally described as: \_\_\_\_\_

Hereby appoint (Name): \_\_\_\_\_

Of (Company Name): \_\_\_\_\_

to endorse on my behalf, applications, documents and/or permits, other than documents to be registered in the Land Title Office, for the following application(s):

- Building Applications (Building Permit, Sign Permit, Driveway Access Permit)
- Development Services Applications (Development Permit, Development Variance, Rezoning, OCP Amendment, Subdivision)

### Applies to Building Permits

I/We accept and understand that during construction I/we have the overall responsibility for assuring the building conforms to the requirements of the Building Code. The process of assessing conformity to the requirements during construction is the responsibility of the registered professionals for complex (Part 3 BC Building Code) buildings, and the designer/builder for standard (Part 9 BC Building Code) buildings. The Town of Ladysmith is responsible for monitoring the process to assure a reasonable level of Code conformance for public safety, accessibility and health only.

In consideration of the granting of a building permit, I/we agree to release, indemnify and keep indemnified the Town of Ladysmith, its Council Members, employees and agents from and against losses, damages, costs, fees, heirs, successors, administrators or assigns may have or incur in consequence of or incidental to the granting of this permit or any inspection, failure to inspect, certification approval, enforcement or failure to enforce the Town of Ladysmith "BUILDING BYLAW" or the BC Building Code, in effect and I/we agree that the Town of Ladysmith owes me/us no duty of care in respect of these matters.

### Authorization/Acknowledgment

I/We have read the foregoing and understand it.

\_\_\_\_\_  
Owner (Signature) (Print Name) Date

\_\_\_\_\_  
Owner (Signature) (Print Name) Date

\_\_\_\_\_  
Company Name if property owner is a Corporation or Limited Company (please provide a Corporate Summary)

The personal information on this form is collected under the general authority of the *Community Charter and Freedom of Information & Protection of Privacy Act* (FOIPPA) and is protected in accordance with FOIPPA. Personal information will only be used by authorized staff to fulfill the purpose for which it was originally collected or for a use consistent with that purpose. If you have any questions about the use and collection of this information, contact the Corporate Officer at [foi@ladysmith.ca](mailto:foi@ladysmith.ca).