

Township of  
**Douro-Dummer**

894 South Street, P.O. Box 92  
Warsaw, ON K0L 3A0  
Phone: (705) 652-8392  
Fax: (705) 652-5044

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

Property Address: \_\_\_\_\_

Property Description: \_\_\_\_\_

Roll Number: \_\_\_\_\_

Present Owner(s): \_\_\_\_\_

Purchaser(s) / Mortgagor(s): \_\_\_\_\_

Contact Person(s): \_\_\_\_\_

File Number: \_\_\_\_\_

Survey Enclosed: Yes / No

**Please provide this Firm with the Requested information indicated below.  
This Information is required by: \_\_\_\_\_**

Tax Certificate  Enclosed  Not Enclosed  
 Work Order / Notice of Deficiency – Minimum Property Standards By-Law

Heritage Designation  Designated  Not Designated  
 Date House Completed

Outstanding Park or Lot Levy

Local Improvement Charges

Any Charges or special rates under the Tile Drainage Act, The Drainage Act, the  
Shoreline Property Assistance Act, Ontario Home Renewal

Any Charges for Work Orders, Snow shovelling, demolition. Hydro Water or Public  
Utility or Charges under the Telephone Act, Fire Marshalls Act, the Public Health Act or  
Weed Control.

Copies of By-Laws, Minutes, etc.  Certified

Issue of Building Permit  Yes  No Date: \_\_\_\_\_

Issue of Occupancy Permit  Yes  No Date: \_\_\_\_\_

Copy of Zoning By-Law                       Enclosed     To be forwarded

Copy of Official Plan                       Enclosed     To be forwarded

Zoning \_\_\_\_\_

Zoning Information based on the enclosed Plot Plan Survey by \_\_\_\_\_  
Dated: \_\_\_\_\_

Are the buildings located in accordance with the Municipality's By-Laws?  Yes     No  
See Comments: \_\_\_\_\_

Is the subject property situated on a Municipality maintained road?

Additional information required: \_\_\_\_\_

**Charges:**

Tax Certification	\$30.00
Work Order Information	\$30.00
Building Permit Compliance	\$30.00
Zoning Compliance	\$30.00
Zoning By-Law	Contact Municipality
Official Plan	Contact Municipality
Copies of By-Laws, Minutes, etc.	\$0.50 per page
Certified copies of By-Laws, Minutes, etc.	\$0.50 per page + \$2.00 per document
Additional information requested individually shall constitute a minimum charge of \$2.00 per requested item.	

The foregoing information is for your convenience only and it should be clearly understood that you must satisfy yourself as to whether the premises and the existing or proposed use thereof is or would be in conformity with all applicable by-laws and regulations for the Municipality.

Copies of the Official Plan and Zoning By-Laws are available for purchase for the Municipality.

As far as work orders and matters of a similar nature, if a file search has revealed there are no outstanding items, you should be cautioned that this may only be because the premises have never been inspected.

The completed information contained on this sheet is, as of this date and to the best of my knowledge is true and correct. (Errors and Omissions Excepted)

Dated: \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Municipal Official