

**Office Use Only**

Application Number: \_\_\_\_\_ Ward Number: \_\_\_\_\_ File Lead: \_\_\_\_\_

Application Received (dd/mm/yyyy): \_\_\_\_\_

Client Service Centre Staff: \_\_\_\_\_

Fee Received:

\$



# Request for Heritage Status

## Application Form

Municipal Freedom of Information and Protection of Privacy Act

Personal information on this form is collected under the authority the Planning Act, RSO 1990, c. P. 13 and will be used to process this application. Questions about this collection may be directed by mail to Manager, Business Support Services, Planning Infrastructure and Economic Development Department, 110 Laurier Avenue West, Ottawa, K1P 1J1, or by phone at (613) 580-2424, ext. 24075

Application Fee: **\$218.00**

All fees must be paid in full at the time of application

### Section 1: Details of Request

The purpose of this application form is to request that the City of Ottawa search its Heritage Register to determine the status of a property under the Ontario Heritage Act as part of a real estate transaction. Please complete all of the information below to ensure a complete response. Please allow five business days for a response.

**Municipal Address:**

**Legal Description:**

#### Requested Information

The applicant requests the City provide the following information related to the property (check all that apply):

- Is the property designated under Part IV (Section 29) of the Ontario Heritage Act?
- Is the property designated under Part V (Section 42) of the Ontario Heritage Act?
- Is the property listed on the City of Ottawa Heritage Register under Section 27 of the Ontario Heritage Act?
- Is the property subject to an easement under the Ontario Heritage Act?
- Is the property currently under consideration for designation or listing under the Ontario Heritage Act?
- Other Information

**If your request is time-sensitive, please provide the date by which you require a response (please allow five business days from the date of submission) (dd/mm/yyyy)**

**Please indicate the preferred method of response:**     Email     Mail

**Applicant/Agent Information:**

\*Name:

\*Mailing Address:

\*Telephone:     \*Email Address:

\_\_\_\_\_  
Signature of Applicant or Owner                      (Please print name)                      Date (dd/mm/yyyy):