



# Vacant Building and Land Registration Application

## Application Information

Do You Reside at the Subject Property?

Please provide Proof of Residency (e.g. Driver's Licence)

Please submit the following required supporting documents with the application.

### Supporting Documents Required

- Proof of insurance** that includes:
  - A limit of liability of not less than \$2,000,000 (two million dollars) inclusive per occurrence for personal injury, bodily injury, death and damage to property including loss of use.
  - Identifies the property as vacant.
  - Lists the City of Oshawa as additional insured.
  - Provides for at least 15 days written notice to the City of Oshawa of cancellation.

### Additional Documents That May Be Required

- Copy of the landlord's articles of incorporation; and corporation profile issued by the Ontario Ministry of Consumer & Business Relations (if Property Landlord is a Corporation)

### Vacant Property and Owner Information

Municipal Address of Vacant Property

Is there a building located on the property?  Yes  No

**If the Owner is a Corporation or Partnership, include Name, Address, & Telephone numbers of all Officers, Directors, Shareholders & Partners on a separate sheet.**

Corporation or Partnership Name:

Owner Information	
Name of Owner (first and last)	
Permanent Address	Primary Phone Number
City	Secondary Phone Number
Province	Fax Number
Postal Code	Email Address

\_\_\_\_\_

Signature of Owner

\_\_\_\_\_

Date

For Office Use Only	
Application Accepted By:	<b>Registration Fee:</b> <input type="checkbox"/> \$250.00
Application No.:	

This form may contain personal information as defined under the *Municipal Freedom of Information and Protection of Privacy Act*. This information is collected under the legal authority of the Municipal Act, 2001, S.O. 2001 c.25, as amended. This information will be used and maintained by the City of Oshawa for administering the Municipal Law Enforcement and Licensing process. Questions regarding this collection may be directed to the City's Information Access and Privacy Officer, City of Oshawa, at 905-436-3311.