

Requested by: (Print Name) _____

Signed by: _____

Company Name & Corp. Position: _____

Date of Request: _____

**Response times may vary depending on the size
of the request and level of customization.**

Requested Delivery Method (Check One)

☐

Email

☐

Prepaid Courier

☐

Fax (<6 pages)

☐

Mail

Fax Number: _____

Office Phone Number: _____

Cell Phone Number: _____

Property Roll Number: _____

Property Address: _____

(If more than one property, attach a list containing the above information.)

I have an interest in the property as a (check as applicable)

_____ Property owner

_____ Property manager

_____ Tenant occupying the property under a lease agreement

_____ Tax Agent* acting for the: _____ Owner

_____ Tenant

_____ Other, Explain: _____

****An authorization form from the owner or tenant is required if
requesting confidential information*****Describe Information Requested***

(Please ensure that requests are clearly stated)

1. Property Attributes Card (Physical Characteristics) ☐**2. Building Sketch** (If Available) ☐**3. Field Sheet** (Valuation Method) ☐**4. Other** _____**Check**

**Assessment & Valuation reserves the right to deny access to information deemed confidential or irrelevant to the subject property's assessment. A \$10 charge will be applied for each requested document. Custom report preparation is subject to a rate of \$150/hour.*

How does the information requested relate to the property assessment?**Office Use Only**

Sent by (Print Name): _____

Via _____

Date Sent: _____

Authorized by (Manager): _____

Send completed form toMail: Assessment & Valuation
222 3rd Ave N
Saskatoon SK S7K 0J5

Fax (306) 975-2891

Email assessmentsubmit@saskatoon.ca