

REQUEST FOR CHANGE OF CIVIC ADDRESS
(Change of building numbering on properties)

APPLICANT INFORMATION

Name: _____

Registered Business Name (If Applicable): _____

Mailing Address: _____

Unit Number	Street	City	Province	Postal Code
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Phone/Cell: (_____) _____

Email: _____

OWNER/PROPERTY MANAGER INFORMATION

Name: _____

Registered Business Name (If Applicable): _____

Mailing Address: _____

Unit Number	Street	City	Province	Postal Code
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Phone/Cell: (_____) _____

Email: _____

Property Owner Or Property Manager

Owner/Manager Signature: _____

PROPERTY INFORMATION

Current Civic Address : _____

Legal Description Lot: _____

Block: _____ Or Surface Parcel: _____

Plan: _____

Is the property Residential or Commercial

CHANGE OF ADDRESS REQUEST

Proposed Civic Address Requested: _____

Reason for Change of Address Request: _____

REQUIRED SUBMISSIONS

1. Application Fee \$55.00 per Address or Unit (Non-Refundable)
2. Site Plan
3. Key Plan An addressing key plan is required for multiple unit requests or unit location within building complex

FOR OFFICE USE ONLY

Payment Received by: _____ Receipt Number: _____

Approved Date: _____ By: _____

Not Approved

*City of Saskatoon assigns civic addresses.
Canada Post assigns postal codes.*

For more information please contact Building Standards 306-975-7639 or Email commercial.permits@saskatoon.ca