

Applicant Information

Registered Owner(s) of the Site Name: _____ Address: _____ Postal Code: _____ City/Prov.: _____ Phone: _____ Fax: _____ E-mail: _____	Authorized Agent to Act on Behalf of Owners Name: _____ Address: _____ Postal Code: _____ City/Prov.: _____ Phone: _____ Fax: _____ E-mail: _____
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Property Information

Legal Description: _____

Civic Address: _____

Description of existing use of land and building(s), including number of buildings and number and type of units (attach additional notes if necessary): _____

Is this application to convert an existing building?

If yes: 1. Please refer to City of Saskatoon Policy C09-004 Condominium Approvals and attach referred to therein; and, Yes ☐ all required
 2. You must notify any tenants who move into the building after this application has been filed of this proposed conversion. No ☐ documentation

Required Attachments

Please provide the following information for our consideration and records:

1. Site Plan:

New Condominium: 1 copy of a Condominium Plan prepared by a Registered Land Surveyor, and 1 copy of the working drawings, including a site plan for this proposal; Plan Attached ☐

OR

Condominium Conversion: 2 copies of as-built drawings, including site plan; a Condominium Plan prepared by a Registered Land Surveyor is required before final approval Plan Attached ☐

2. Additional Information: Copy Attached ☐

In the case of existing building conversions, attach all required documentation as per City of Saskatoon Policy C09-004 Condominium Approvals

3. Application Fee: Fee Attached ☐

I have enclosed the required non-refundable application fee:

- \$802.74 for the registration of a condominium plan for new development
- \$750.00 for the registration of a condominium plan involving the conversion of an existing building, plus per unit fee of \$250.00 per unit (with no maximum)

Declaration of Applicant

I hereby certify that all the above statements contained within this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of *The Canada Evidence Act*.

Signature of Applicant: _____ Date: _____

FOR OFFICE USE ONLY:

Cash Receipt No.: _____ Amount Paid: _____ Cheque No.: _____