Schedule 3: Consent and Acknowledgment

A. Project information

Building number, street name

Description of proposed work

B. Administrative Performance Deposits **(As per Schedule "B" of By-Law 2019-027)**

A refundable Administrative Performance Deposit (Deposit) is charged for each Building Permit issued. The amount of the Deposit is based on the construction value of the work. The full amount of the Deposit is refundable if the work is completed with 1 year of the date of permit issuance (2 years for projects with a construction value of one million dollars ($ 1,000,000) or greater).

Prior to refunding the Deposit, the Applicant/Permit Holder shall obtain a final inspection. The Deposit will be refunded to the **PERSON** indicated below, once the final inspection has passed. An amount equal to twenty-five percent (25%) of the original deposit is retained annually for a Building Permit that has not obtained a **PASSED** final inspection. Pursuant to Building By-Law 2019-027, additional fees, such as re-inspections, incurred by the Permit Holder may be deducted from the Deposit.

I hereby acknowledge that I have read and understand that it is responsibility of the Applicant/Permit Holder to notify the City for all required inspections, including the final inspection in order to obtain the Deposit.

_____ _____

Date Signature of applicant

Name of Person to return Deposit to:

Complete mailing address:

C. Agent Authorization

Last name (Agent)	First name (Agent)	Corporation or partnership
Street address		
City/Town	Postal code	Province
Telephone number ( )	Cell number ( )	E-mail

I,_____ am the registered property owner(s) of the property described in this application
(print name of owner)

form and do hereby authorize _____to make applications and amendments on my behalf.
(print name of authorized agent)

It is understood that I/we will abide by all By-Laws of the City of Cornwall and that any approvals granted by this application will be carried out in accordance with the municipal requirements.

_____ _____

Date **Signature of property owner**

D. Incomplete Application

I _____ am the owner or the Authorized Agent of the owner
(print name of owner/authorized agent)
and do hereby acknowledge that this application is deemed to be incomplete and is not entitled to the time periods prescribed in the *Ontario Building Code*.

Notwithstanding the above, I wish to have the application accepted for processing and understand that a Building Permit will not be issued until all the required information is submitted and reviewed for compliance by the Chief Building Official or their designate.

_____ _____

Date Signature of applicant