



ALTERNATIVE SOLUTION AGENT AUTHORIZATION FORM

City of Coquitlam
Building Permits Division
3000 Guildford Way
Coquitlam, BC V3B 7N2
Tel: 604-927-3441
alternativesolution@coquitlam.ca
www.coquitlam.ca/altsolution

Address

Date

I/we, the registered owner(s) of the **above-noted address**:

X _____
Owner's name (please print)

X _____
Owner's name (please print)

Hereby authorize **either** the **company** that the registered professional is employed **OR** **registered professional (individual)** representative to act as my/our Agent:

X _____
Agent's company or firm name - if applicable

OR X _____
Registered Professional - if applicable

X _____
Company/firm contact - if applicable

X _____
Registered Professional's phone number

X _____
Company/firm contact's address

X _____
Registered Professional's email

To: act as my authorized agent for any matter pertaining to an alternative solution(s)

SIGNED BY

X _____
Owner's signature

X _____
Owner's signature

X _____
Owner's address

X _____ X _____
Owner's phone Owner's email

Upon signing this form, it is understood, that:

1. "Owner" means a person registered in the records as the owner of land or of a charge on land, whether entitled to it in the person's own right or in a representative capacity or otherwise, and includes a registered owner.
2. "Agent" or "Registered Professional" includes a person, firm or company representing the owner by designation or contract.
3. The City of Coquitlam shall deal with the above-noted Agent with respect to all matters pertaining to the alternative solution permit and is under no obligation to communicate with the Registered Owner or any other person while this appointment remains in effect.
4. The above-noted agent has authority to make all necessary arrangements with the City of Coquitlam, to perform all matters and to take all necessary proceedings with respect to the alternative solution permit.
5. A written letter from the Registered Owner(s) is required to cancel this appointment.
6. This document must be dated within 30 days of submission to the City of Coquitlam.

Please note:

The personal information collected on this form is collected in accordance with the *Freedom of Information and protection of Privacy Act*. The City has authority to collect your information for the purposes of administering the Building Permitting System in accordance with Division 9 of the *Community Charter*. Should you have any questions or concerns about the collection of your personal information, please call the Front Counter Supervisor at 604-927-3441. (NOTE: Business contact information is not considered personal information and will be released on request).