



### COMPLIANCE CERTIFICATE REQUEST FORM

This application form must accompany your request for a stamp of Compliance on Real Property Reports.  
Below is a list of requirements for this application.

1. RPR must be dated within 1 year of submission.
2. RPR's older than 1 year will only be accepted with a notarized affidavit.
3. A Certificate of title shall be attached and dated no later than 30 days prior to submission date.
4. Applicable fees: \$50 / \$100 for expedited requests (48 hours to complete)

#### SECTION A – CONTACT INFORMATION

Applicant's Name: \_\_\_\_\_  
Home Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_  
Cell Phone Number: \_\_\_\_\_  
  
Mailing Address: \_\_\_\_\_  
Client Name (if different from Applicant :) \_\_\_\_\_  
Your File No. \_\_\_\_\_

#### SECTION B – SITE INFORMATION

PT. of \_\_\_\_\_ SEC \_\_\_\_\_ TWP \_\_\_\_\_ RANGE \_\_\_\_\_ W4M ZONING \_\_\_\_\_  
LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ PLAN \_\_\_\_\_  
Parcel Size: \_\_\_\_\_ TAX ROLL NO. \_\_\_\_\_  
  
How would you like the Compliance Certificate returned:       Pick Up       Mail

#### SECTION C – AUTHORIZATION

I understand the above information, verify the application is complete, and hereby request a Compliance Certificate Letter on the attached Real Property Report (RPR).

Signature (s): \_\_\_\_\_ Date: \_\_\_\_\_

#### OFFICE USE ONLY

File No. \_\_\_\_\_ Receipt No. \_\_\_\_\_ Date Received: \_\_\_\_\_