

NOTE: Photo Identification is required at the time of application



Application for Property Address Change

Planning and Development Department

I, _____ (please print), registered owner/authorized agent of the property listed below, hereby apply to change the address to the preferred address indicated.

Existing Address: _____ PID#: _____

Single-Family Two-Family Strata
 BLDG Permit - # _____ DEMO Permit - # _____

PREFERRED Property Address *(indicate both for a duplex lot):*

1st Choice: _____ 2nd Choice: _____

I hereby waive any right of action of claim that the owners and occupiers of this property may have against the City of Burnaby arising out of this requested change of address or out of any delay or failure by the City to notify agencies or update records to reflect the change of address.

Mailing Address: _____ Email: _____

Signature: _____ Date: _____ Phone #: _____

OFFICE USE ONLY

The City of Burnaby has approved a **CHANGE OF ADDRESS** for the above property as follows:

NEW ADDRESS: _____

NOTE: it is **YOUR** responsibility to **NOTIFY** all affected agencies and change the number on dwelling.

Signature: _____ Date: _____
General Manager

Case #: ADR _____ Fee: \$ _____ INV # _____

Distribution:

BC Ambulance	BC Assessment	GIS Innovations
BC Hydro	City Clerk	Parks Dept. (Research Officer/Forestry)
Metro Vancouver	Elections BC	RCMP (Mapping/GIS)
Shaw Cable Ltd.	Engineering Dept. (Admin/Systems/W.Yard)	
TELUS	Fire Dept. (Mapping/Dispatch/Fire Prev)	
FortisBC (Central Mapping)	Finance Dept. (Admin/ERP/Tax/Licence)	
Canada Post	Fraser Health Auth. (Cont. Care/Prev. Serv.)	
District Post Office ()		