



**Corporation of the City of Thorold**  
 Planning & Building Services, Building Division  
 8 Carleton Street South, Thorold, Ontario L2V 4A7  
 P: 905•227•6613 F: 905•227•8137  
 www.thorold.com

# Application for a Permit for Partial Occupancy, Transfer of Permit or Change of Use

For Use by Municipality		
APO Number	Permit Number	Tax Roll Number

Date Received

A) Purpose of Application
<input type="checkbox"/> Partial Occupancy <input type="checkbox"/> Transfer of Permit <input type="checkbox"/> Change of Use (complete below)
For Change of Use
Current Use: _____ Proposed Use: _____

B) Project Information				
Full Address of Project				
Building Number	Street Name	Unit Number	Lot/con.	
Municipality	Province	Postal Code	Plan Number	
Other Location Information - Describe area to be occupied				

C) Applicant Information			
Applicant is			
<input type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent              (Note: If authorized Agent, completed authorization form is required)			
Last Name	First Name	Middle Initial	
Company Name (if applicable)			
Full Address			
Building Number	Street Name	Unit Number	Lot/con.
Municipality	Province	Postal Code	Country
Telephone	Fax Number (optional)	Cell Number (optional)	

D) Owner Information (If transfer of permit application, Existing Owner to be used for this section, New Owner on Section E)			
Last Name	First Name	Middle Initial	
Company Name (if applicable)			
Full Address			
Building Number	Street Name	Unit Number	Lot/con.
Municipality	Province	Postal Code	Country
Telephone	Fax Number (optional)	Cell Number (optional)	

Forming Part of Corporation of the City of Thorold Building By-Law 45-2005 (Schedule E)

E) New Owner Information (if applicable for transfer of permit)				
Last Name		First Name		Middle Initial
Company Name (if applicable)				
Full Address				
Building Number	Street Name			Unit Number   Lot/con.
Municipality		Province	Postal Code	Country
Telephone		Fax Number (optional)	Cell Number (optional)	

F) Declaration of Applicant
<p>I _____ certify that:</p> <p style="text-align: center;">(print name)</p> <p>All the information contained in this application, attached schedules, attached drawings and specifications, and other attached documentation is true to the best of my knowledge.</p> <p>_____</p> <p style="text-align: center;">(date) <span style="margin-left: 200px;">(signature)</span></p> <p>Personal information contained in this form is collected under the authority of subsection 8(1.1) of the Building Code Act, 1992, and will be used in the administration and enforcement of the Building Code Act, 1992. Questions about the collection of personal information may be addressed to the Chief Building Official of the City of Thorold.</p>

For Use by Municipality
<p>I, the Chief Building Official for the City of Thorold authorize the issuance of a permit for the requested purpose of this application.</p> <p>_____</p> <p style="text-align: center;">(date) <span style="margin-left: 200px;">(signature)</span></p> <p>Personal information contained in this form is collected under the authority of subsection 8(1.1) of the Building Code Act, 1992, and will be used in the administration and enforcement of the Building Code Act, 1992. Questions about the collection of personal information may be addressed to the Chief Building Official of the City of Thorold.</p>