



**TOWN OF FORT FRANCES BUILDING DEPARTMENT**

**AGENT OF RECORD LETTER**

**(If the Registered Property Owner is NOT the Applicant)**

**- Please Print -**

If an agent is employed, the Owner(s) must complete the following:

I, (we) \_\_\_\_\_  
(name(s) of the property owner)

Being the registered owner(s) of the subject property, hereby authorize

\_\_\_\_\_  
(name of agent and company name)

To prepare, submit and obtain a building permit, on my behalf, for the project at:

\_\_\_\_\_  
(property address)

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Signature of Agent

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(day) (month) (year)