



## File Search - Request for Information

Complete this form when requesting any information pertaining to the property in question.  
Please note a \$50.00 (non-refundable) file search fee may be applicable.

Municipal Address (MAS #) \_\_\_\_\_  
(for property you are seeking information on, i.e. 410 Ridge Road E.)

Specify the information you are requesting: \_\_\_\_\_

Are you the owner of the property? YES  NO

Please complete the contact information below.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Date: \_\_\_\_\_

Please choose the method by which you would like to receive this information

Pickup

Mail

Fax

Email

### Please Note:

- There is no guarantee the Township has the requested information on file
- Some requested information may require a Freedom of Information (FOI) search
- All information provided will be stamped "COPY" and will adhere to the Municipal Freedom of Information and Protection of Privacy Act.
- All efforts will be made to provide this information within 2-5 business days

Completed forms may be dropped off at the Administration Centre, faxed to 705.487.0133 or emailed to [building@oro-medonte.ca](mailto:building@oro-medonte.ca)

Payment can be made via cash, cheque or debit; On-line payment is not available at this time

Garry McCartney  
Chief Building Official