



Town of Deer Lake
 34 Reid's Lane Deer Lake, NL A8A 2A2
 phone: 709-635-2451 fax: 709-635-5857
 email: info@deerlake.ca website: deerlake.ca

COMPLIANCE LETTER REQUEST FORM

Property Information **Section 1**

Civic # _____ Street _____
 Current Registered Property Owner _____
 Date of Request: _____ Closing Date: _____

Descripton **Section 2**

Single Detached Duplex Apartment Bldg, # of Units _____
 Single with apartment Commercial Other, # of Units _____

Information Requested **Section 3**

Current Zoning # of Registered Units Outstanding Work Orders
 Other _____
 Current Survey included (no older than 7 years) or Current Real Property Report included

* Compliance letter request cannot be processed until all required documentation has been received. To ensure comliance with zoning development stanrdards, a current survey or current real property report must be submitted for review.

Information Requested By **Section 4**

Company/Firm Name _____
 Contact Person _____
 Mailing Address _____
 Telephone # _____ Email _____

Payment Information **Section 5**

Once payment is received standard processing time is between five and ten business days based on the complexity of the file and adequacy of supporting documentation provided.

A processing fee payable to the Town of Deer Lake **MUST** accompany this request prior to the release of any information. Do NOT include credit card information on this form. If paying by credit a credit card, please call the Town Office at 709-635-2451.

\$150 - Compliance Letter
 Payment Credit Card Cheque EMT (payments@deerlake.ca)

If an updated compliance letter is requested an additional processing fee will be required. Please contact the Planning and Development Department at 709-635-2451 should you have any questions. Completed compliance letter request can be emailed to info@deerlake.ca.