

COMPLIANCE CERTIFICATE



A Compliance Certificate is confirmation from the City of Edmonton that all buildings and structures identified on the property have met the regulations under the Edmonton Zoning Bylaw, and have the appropriate building permits.

SECTION 1: APPLICANT INFORMATION

Applicant Name / Company Name:		Your file number:
Applicant Address:		
City:	Province:	Postal Code:
Contact Name: (if different from applicant)	Contact Phone Number:	Contact Email Address:
The applicant certifies the information provided on this application is accurate and complete.		
Applicant Signature:		

SECTION 2: PROPERTY ADDRESS FOR APPLICATION

Address:		
City: Edmonton	Province: Alberta	
If you are unsure of your address, provide your legal description below:		
Plan:	Block:	Lot:

Compliance Certificate | 2.17

The personal information collected on this form is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act (Alberta). It will be used to process your Compliance Certificate application. If you have questions or concerns about the collection, use, disclosure or destruction of the personal information collected on this form, please contact Service Advisor, Edmonton Service Centre, 2nd Floor, 10111 - 104 avenue NW, Edmonton, AB, T5J 0J4, 780-442-5054.

SECTION 3: **WHAT ARE YOU APPLYING FOR?**

Select one of the following below:

Compliance Certificate

What type of property?

- Low Density Residential – 2 dwellings or less (Single house, Semi-Detached or Duplex housing, Garden Suite)
- All others (includes multi-residential housing having more than 2 dwellings, commercial and industrial)

Would you like Regular or Express service?

- Regular (10 business days)
- Express (3 business days, additional fees apply)

Ensure to include ONE copy of a Real Property Report including the land titles certificate.
(Our office does not accept faxed, emailed, spliced or altered Real Property Reports)

Compliance Certificate Revision

City File Number: _____

Revisions to Compliance Certificates can be made within a 6 month period from the date our Compliance Response was issued. Express service is not available.

Two conditions apply before the revision application will be accepted and the formal review done:

- 1) All permits identified in the original compliance report must have had their final inspections completed. Alternatively, if structures identified in the report as non-complying have been removed, a revised Real Property Report reflecting these changes must accompany the Revision application.
- 2) for any encroachments identified in the original compliance report, an executed encroachment agreement must be endorsed by both parties. Alternatively, if encroachments identified in the report have been removed, a revised Real Property Report reflecting these changes must accompany the Revision application.

SECTION 4: **HOW DO YOU WANT TO RECEIVE YOUR DOCUMENTS?**

Applicants will be notified when documents are ready. Select the option for delivery that you prefer:

Pickup in person

Email

Mail (If mailing address is different from Section 1, provide a mailing address in the space provided below)

Address:

City:

Province:

Postal Code:

WHERE TO APPLY

Edmonton Services Centre
2nd floor, 10111 – 104 Avenue NW
Edmonton, AB T5J 0J4
Monday – Friday, 8am to 4:30pm

QUESTIONS?

Phone: **311** or if outside of Edmonton
780-442-5311
Email: developmentsservices@edmonton.ca

FEES

For additional information,
visit: edmonton.ca/permitfees

Edmonton