



Application for Vacant Building Services

Applicant: _____
(Owner / Corporate Representative / Property Manager)

Address of Vacant Building: _____

Owner's Mailing Address: _____

Telephone Number(s):
(Home) _____ (Work/Cell) _____ (Fax) _____

E-mail Address: _____

I, the applicant identified above, hereby apply for:

- Occupancy Certificate** (Includes all required inspections and Occupancy Certificate)
- Empty Building Fee Occupancy Inspection***

*when required, the Occupancy Certificate must be purchased in advance.

As the Owner, Corporate Representative, or Property Manager of the vacant building, I understand that this is only an application to initiate the identified service for this vacant building and that, in order to receive service, I will give access or arrange for access for a By-law Enforcement Officer to conduct any and all required inspections of the building(s) in order to complete the requested service.

I also understand and agree to comply with any orders issued as a result of these inspections in order to bring the property into compliance prior to allowing any person or company to reoccupy the building.

Date: _____, 20 _____

Signature of Applicant

Privacy Statement: Personal information is collected under and protected by S. 36(1)(b) of *The Freedom of Information and Protection of Privacy Act*. Personal information will be used to support the City of Winnipeg's Vacant Building Services program, whereby Vacant Building Owners or their representatives make application to the City of Winnipeg for an Occupancy Certificate and/or an Empty Building Fee Occupancy Inspection. If you have any questions about the collection of this information, contact the Corporate Access and Privacy Officer by mail to City Clerk's Department, Susan A. Thompson Building, 510 Main Street, Winnipeg MB, R3B 1B9, or by telephone at 311.

Revised August 2019