

# Centralized property file search

## Sample letter of owner authorization

For commercial properties, the letter must be on the registered owner's company letterhead and include the company name.

**[Owner address]**

**[Owner phone]**

**[Owner email]**

**[Current date]**

City of Winnipeg, Centralized Property File Search  
Unit 18 - 30 Fort Street  
Winnipeg MB R3C 4X3

**Re: [address(es) of search application]**

I, **[registered owner's name]**, of **[registered owner's company]**, am the registered owner of the above noted property and hereby provide authorization to **[applicant name]** of **[applicant company]** to apply for and obtain results of a centralized property file search.

**[owner signature]**

**[owner name]**