

 <p>PLEASE PRINT</p>	LIS - 1001	Land Information Services
<h2 style="margin: 0;">MUNICIPAL COMPLIANCE INFORMATION REQUEST</h2>		
PROPERTY LOCATION		SECTION 1
Property Owner _____ Civic Address _____		
<i>Office Use Only:</i> CPL# _____ Roll # _____		
CONTACT INFORMATION (to be completed by the requesting party)		SECTION 2
Firm/Name _____ Mailing Address _____ Postal Code _____ Contact Name _____ Email _____ Telephone _____ Fax _____ Preferred method of receiving compliance letter: Fax Email		
PLEASE NOTE		SECTION 3
<p>In order to obtain all relevant information, this request may be referred to several City Departments; thus it will take a minimum of five business days to complete. Please allow for sufficient time.</p> <p>For certain properties, the Land Information Services Department may request a Legal Survey/Description or Location Certificate in order to determine the current zoning. If these materials cannot be supplied the Land Information Services Department will not verify, either verbally or in writing, the current zoning designation.</p> <p>There is a \$150.00 processing fee which must be submitted at Access St. John's, 10 New Gower Street, first floor St. John's City Hall, before any work on the compliance letter will commence.</p>		
PAYMENT OPTIONS		SECTION 4
Credit Card No. _____ Expiry Date _____ Cardholder Name _____ Cardholder Signature _____ <p>Provision of Compliance Form is your receipt. Official receipts will only be issued upon request prior to processing of payment.</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> Cheque Enclosed (\$150.00) Receipt Requested </div>		
Please send completed form to:	Access St. John's, 1 st Floor City Hall, 10 New Gower Street P.O. Box 908 St. John's NL A1C 5M2 Fax: 709-576-7688	For further information: Email: service@stjohns.ca Call: 3-1-1 Where 3-1-1 is unavailable, call 709-754-CITY (2489)