VILLE DE MONT-ROYAL | TOWN OF MOUNT ROYAL

INTERIOR RENOVATION PERMIT REQUEST

LOCATION

Address of the concerned property

Civic N°

Street name

City

Province

Postal code

N° lot(s)

IDENTIFICATION OF THE APPLICANT

Applicant **If the applicant is not the owner, please complete the proxy form annexed to this form.*

Last name

First name

Address of the applicant

Civic N°

Street name

City

Province

Postal code

Contact of the applicant

E-mail of the applicant

Phone N° of the applicant

PROFESSIONALS ON THE PROJECT

(1) Architect

Address

E-mail

Phone number

(2) Ingineer

Address

E-mail

Phone number

VILLE DE MONT-ROYAL | TOWN OF MOUNT ROYAL

(3) Contractor

E-mail

Address

N° licence RBQ

Phone number

DESCRIPTION OF WORK

Total cost of the project :

Projected start of the work :

Duration of the work :

Signature of the applicant **Date**

DOCUMENTS TO JOIN

INTERIOR MODIFICATION-RENOVATION (NON-RESIDENTIAL)		
1	Application form	☐
2	Proxy (if necessary)	☐
3	Certificateof location	☐
4	Confirmation of the occupancy (has a valid occupancy certificate or is in the process of obtaining one)	☐
5	Architecture plans (reflected ceiling plan)	☐
6	Quote signed and dated, including professional service fees and taxes	☐

VILLE DE MONT-ROYAL | TOWN OF MOUNT ROYAL

PROXY

INFORMATION ON THE OWNER

Last name

First name

E-mail of the owner

Phone number of the owner

ADDRESS CONCERNED

Civic N°

Street name

City

Province

Postal code

N° lot(s)

INFORMATION ON THE APPLICANT

Last name

First name

E-mail

Phone number

ADDRESS OF THE APPLICANT

Civic N°

Street name

City

Province

Postal code

AUTHORIZATION OF THE OWNER

The owner authorizes his or her representative to submit to the City of Mont-Royal one or more applications provided for in the bylaw, namely:

☐ Consult my property folder (including the plans) and obtain copie
☐ Consult and obtain a copy of plans solely
☐ Complete a permit/certificate request
☐ Other request, specify the nature :

Specify

The owner also authorizes his or her representative, named above, to sign all documents and agreements necessary for the submission of this application regarding his or her property, the address of which is indicated above.

VILLE DE MONT-ROYAL | TOWN OF MOUNT ROYAL

SIGNATURE OF THE OWNER

I hereby declare that I am the owner of the building and authorize my representative to submit one or more requests to the Town of Mont-Royal as listed in the previous section.

Signature Date

Service de l'aménagement et développement du territoire
20, avenue Roosevelt, Ville de Mont-Royal (Québec), H3R 1Z4
Téléphone : (514) 734-3042 Urbanisme@ville.mont-royal.qc.ca