

Appointment of Authorized Agent

Sign By-law Unit
 Ground Floor, East Tower, Toronto City Hall
 100 Queen Street West
 Toronto Ontario, M5H 2N2

Folder No.	Request Date (yyyy-mm-dd)
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Owner Information	IBMS People RSN:
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First Name		Last Name		Company Name (if applicable)	
Street No.	Street Name		Suite/Unit No.	Telephone No.	
City		Province	Postal Code	Mobile No.	
E-mail Address				Fax No.	

And, (in case of joint ownership only)	IBMS People RSN:
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First Name		Last Name		Company Name	
Street No.	Street Name		Suite/Unit No.	Telephone No.	
City/Town		Province	Postal Code	Mobile No.	
E-mail Address				Fax No.	

Authorized Agent Information	IBMS People RSN:
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First Name		Last Name		Company Name	
Street No.	Street Name		Suite/Unit No.	Telephone No.	
City/town		Province	Postal Code	Mobile No.	
E-mail Address				Fax No.	

Continue on next page.

Appointment of Authorized Agent

Owner(s) Information and Declaration

First Name I,		Last Name		Company Name	
Street No. of,	Street Name		Suite/Unit No.	Telephone No.	
City/Town		Province	Postal Code	Mobile No.	
E-mail Address				Fax No.	

And, (use this space in case of joint ownership only)

First Name I,		Last Name		Company Name	
Street No. of	Street Name		Suite/Unit No.	Telephone No.	
City/Town		Province	Postal Code	Mobile No.	
E-mail Address				Fax No.	

do hereby declare the following:

1. The Owner authorizes the above-named Authorized Agent to act on behalf of the Owner in respect all matters related to the Third-Party Sign Tax for the Third Party Signs for which the Authorized Agent is listed on the Owner's Sign Inventory including, but not limited to all communications with the City regarding the Third Party Sign Tax, and the submission of all information requested by the Chief Building Official.
2. The Owner will at all times remain solely responsible for the payment of the Third Party Sign Tax assessed against the Owner, including any penalties and interest assessed against the Owner.
3. The Authorized Agent is appointed only for the current calendar year. If the Owner desires to continue to have the Authorized Agent act on the Owner's behalf, the Appointment of Authorized Agent form must be completed together with the Sign Inventory for the following year.
4. The City can cancel the Appointment of Authorized Agent for any reason at any time.
5. The information contained herein is true to the best of my knowledge; and,
6. I have authority to bind the corporation or partnership (if applicable).

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Appointment of Authorized Agent

Owner(s) Information and Declaration (Continued)

Owner Signature	Print Name	Date (yyyy-mm-dd)
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And, (use this space in case of joint ownership only)

Owner's Signature	Print Name	Date (yyyy-mm-dd)
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Authorized Agent Signature	Print Name	Date (yyyy-mm-dd)
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The personal information on this form is collected under the City of Toronto Act, 2006, S. 136 (b) & (c) and the Access to Information Act. The information is collected for the purpose of processing your application and for the City of Toronto to provide you with the services you request. The information is also collected for the purpose of providing you with the services you request. The information is also collected for the purpose of providing you with the services you request.