

**Property Management Company Name:** \_\_\_\_\_

Date:

City of Toronto

CaféTO Program

I, (First and Last Name) \_\_\_\_\_, property owner/authorized representative of (Full address of adjoining business) \_\_\_\_\_, give permission to (Legal Business Name) \_\_\_\_\_ operating as (Operating Name) \_\_\_\_\_, to occupy the café space at (Full address of adjoining business) \_\_\_\_\_, which is adjacent to their business location for the purpose of extending the café area.

I acknowledge that I have confirmed that any tenant impacted by an expanded café is in favour of this proposal. I acknowledge, should I revoke permission of the use of the adjacent space I must contact the CaféTO team via e-mail at [CafeTO@toronto.ca](mailto:CafeTO@toronto.ca) (using your business email account) within 30 days from the date the area should be returned to the original owner of (Full address of adjoining business) \_\_\_\_\_.

If you require further information, please contact me a (Business Telephone Number and/or Business Email) \_\_\_\_\_.

Yours truly,

Property Owner/Authorized Representative Signature

As mandated by section 2(2.1) and (2.2) of the Municipal Freedom of Information and Protection of Privacy Act, the business information collected in this letter will be maintained as a business record. Information associated with an individual in a professional, business, or official capacity is not personal information. Business information may be publicly available. Municipal, Licensing and Standards will share this information with Transportation Services to administer the CaféTO Program, such as applying to occupy a curblane.