



Change in Authorized Representative Form 5A

TLAB Case File Number(s)

The legal authority to make the information public is section 1.0.1. of the Planning Act. As stated in Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, the provisions protecting individual privacy in Part 2 of that Act do not apply to any information collected in the TLAB's prescribed forms and associated filings for appeals.

For inquiries about this data collection or information you have submitted to the Toronto Local Appeal Body (TLAB), you can contact the Manager of Tribunal Operations by telephone at 416-392-5546. For questions about the form or processes, you can contact the TLAB general line by telephone at 416-392-4697 or by email at tlab@toronto.ca.
Office Location: 40 Orchard View Boulevard, 2nd Floor, Suite 253, Toronto, Ontario M4R 1B9

We adhere to the Accessibility for Ontarians with Disabilities Act, 2005. For accessibility needs, contact our Accessibility Coordinator at tribunalaccess@toronto.ca.

Part 1: Location Information

Address and/or Legal Description of Property subject to Appeal

Street Number	Street Name	Suite/Unit Number
City/Town	Province	Postal Code

Part 2: Party or Participant Information

First Name	Last Name
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☐ Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your name below.

Single Name

Corporation Name or Association Name (Association must be incorporated), if applicable

Position Title (if applicable)	Email	
Street Number	Street Name	Suite/Unit Number
City/Town	Province	Postal Code

Part 3: Rescind Authorization

I hereby rescind the authorization for [previously named individual] to act on my behalf.

First Name

Last Name

☐ I will represent/act for myself.

Address and contact for service

Telephone Number

Email

Street Number

Street Name

Suite/Unit Number

City/Town

Province

Postal Code



I acknowledge that I am either licensed by the Law Society of Ontario (LSO) to provide legal services or that I am an unlicensed representative covered by an exemption allowed by the LSO.

Signature

Date (yyyy-mm-dd)

Part 4: Mandatory for Appellants

Choose either A or B below:

☐ A. (If the rescinding person wishes to continue) I understand that I must comply with the rules of the Toronto Local Appeal Body and all its deadlines and undertake that I will appear at the Hearing(s).

☐ B. (If the rescinding person does not wish to continue) My first and only action in acting on my own behalf is to withdraw from the appeal. I understand that if I check this box, the Toronto Local Appeal Body will issue a decision to dismiss my appeal.

NOTE: A Party or Participant must confirm an authorized Representative to act on their behalf by indicating such on Form 1 or by filing Form 5. If authorization changes, the Representative or person appointing the Representative must notify TLAB immediately by completing and filing a Form 5A. Representatives acting on behalf of a Party or Participant may give evidence under oath or affirmation except in the capacity of an 'Expert Witness'. Generally, with the exception of a family member or close acquaintance, a Representative requires qualifications recognized under the Law Society Act.

NOTE: Where a Party or Participant has appointed a Representative, service of documents, notices or materials on the Representative is deemed service on the Party or Participant, as the case may be.