New Westminster

511 Royal Avenue
New Westminster BC
V3L 1H9

604 521 3711
info@newwestcity.ca
newwestcity.ca

Change of Ownership

In the event of a change of ownership before construction is completed or permit is issued; a valid permit may be transferred to a new owner upon proof of ownership change and payment of recording fee. The new permit holder shall become responsible for all permits, inspections, fees and deposits related to the property permit(s).

I/we _____ , the property owner (s) confirm that change of ownership for:

Please check all applicable:

☐ Building Permit ☐ Plumbing Permit ☐ Outside Services Permit

☐ Sprinkler Permit ☐ Hydronic Heating Permit

Site Address: _____

Permit Number(s): _____

Existing Owner(s):

Name/Company: _____

Address: _____

City: _____ Postal Code: _____

Phone: _____ Email: _____

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NEW Owner(s) - The new owner must take full responsibility for all permits, fees, deposits related to the project.

Name/Company: _____

Address: _____

City: _____ Postal Code: _____

Phone: _____ Email: _____

Business License #: _____

Please provided an updated HPO (BC Housing) form for all new residetial contruction when ownership has changed.

Permit transfers are subject to a transfer fee as outlined in Schedule A of Fee Bylaw No. 8157,2019

Owner's Name

Print: _____

Signature: _____

Date: _____