



Application Form

**PROPERTY INFORMATION DISCLOSURE (PID)
or BUILDING INFORMATION ABSTRACT (BIA)**

Applicant Information (complete ALL LINES - we NEED your PHONE NUMBER & MAILING ADDRESS even if emailing back)

Your Name: _____

Your Company Name (if applicable) _____

Your File No. and/or Client Reference Name: (if applicable) _____

Your Mailing Address: _____

Email: _____ Phone: _____

Property Information (Please provide the details on the property to be researched.)

Civic Address: _____

Legal Description: Lot: _____ Block: _____ Plan Number: _____

Your interest in this property (check one) ☐ Owner ☐ Realtor ☐ Lawyer ☐ Purchaser ☐ Other _____

PID Report Information

Please Indicate how you want the PID Report delivered to you . (check ONE delivery method only)

☐ Mail ☐ Pick Up ☐ Email ☐ FAX Number (____) _____

Attachments

Please ensure the following has been completed and is attached to this application, if applicable:

Pick One	Attachments Required	Fee	Payment Type Provided
<input type="checkbox"/> PID	Fee*	\$20.00	<input type="checkbox"/> cash
<input type="checkbox"/> BIA	Fee* and a Legible Real Property Report or Surveyor's Certificate. (BIA can not be prepared without one of these)	\$50.00	<input type="checkbox"/> cheque
			<input type="checkbox"/> debit
			<input type="checkbox"/> etransfer** to payments@martensville.ca

* Payment must be submitted at the time of request before any research will be conducted.

** When using etransfer, please include the following information in the message area:

1. PID or BIA; 2. Address of property; 3. Name of applicant

SIGNING BELOW IS AGREEANCE TO THE FOLLOWING:

- The Property Information Disclosure report reflects the results of a search of existing City of Martensville construction records, and is provided for general information purposes. Any reference to building code or fire code deficiencies reflects the condition of the property at the time of the last inspection. A current site visit has not been performed and, therefore, the City of Martensville cannot certify whether or not all buildings on the property comply with applicable codes and standards. The City of Martensville assumes no responsibility for the accuracy of or any consequences arising from the use of the information contained in the Property Information Disclosure report.
- Use/disclosure of personal information in accordance with The Local Authority Freedom of Information and Protection of Privacy Act.

I certify that all information contained within this application is correct.

Applicant's Signature _____

Date _____

NOTE: There is a minimum four-day turnaround for this service.

Return to City of Martensville, Planning & Regulations Dept., 37 Centennial Dr. S., Box 970 Martensville, SK S0K 2T0
Phone: (306) 683-5566 Fax: (306) 933-2468 Email: planningclerk@martensville.ca Web: www.martensville.ca