



CITY OF SURREY
PLANNING & DEVELOPMENT DEPARTMENT

REQUEST FOR HISTORICAL BUILDING RECORDS SEARCH

This service is also available through our website at www.surrey.ca > City Services > Online Services

INSTRUCTIONS

Please ensure you read this entire form (including the Terms of Service below) and complete the appropriate information. Upon completing this form, please submit at the Planning and Development, Building Counter for payment and processing.

HISTORICAL SEARCH REQUESTED BY

Name: Beebe Cline Telephone: 604 630 7458 Date: May 11/12

TERMS OF SERVICE

This service is provided by the City of Surrey's Planning and Development Department. Only the specific information listed under the "Historical Research Service Fees" will be researched as part of this service. There are associated fees related to this service (as per Section 18.(2)(l) of Surrey Building By-Law, 1987, No 9011).

Please Note: The fees below are for research services. There is no guarantee the requested information will be available through a search conducted by City of Surrey staff. **The search fees are non-refundable.**

Please complete a separate request form for each civic address you wish to have information researched.

By completing this form and making payment you agree to the Terms of Service stated above. You acknowledge you must make the associated payment to authorize City of Surrey staff to research the information you specify below for the requested civic address.

HISTORICAL RESEARCH SERVICE FEES

Information Requested:	Research Service Fee (includes all applicable taxes):
Building Permit Issuance Date	\$18.00
Square Footage of Building	\$18.00
* Final Occupancy Date	\$18.00
* Copy of Survey Certificate	\$18.00

Please Note: For residential buildings (i.e., single-family/duplex) constructed between 1955 and the current year you can request of building permit issuance date, final occupancy date, square footage of building and copy of survey certificate. For multi-family (i.e., townhouse/condominium) or commercial (i.e., industrial/institutional) constructed between 1955 and the current year you can request building permit issuance date and final occupancy date.

CIVIC ADDRESS TO SEARCH

Please enter ONE civic address below that you would like to search and check mark the information you are requesting for this address.

Civic Address: 2163 - 179th 007-801-696

Information requested for this address (check all that apply)	Research Fee	Grey Section to be Completed by City Staff
<input type="checkbox"/> Building Permit Issuance Date	\$18.00	
<input checked="" type="checkbox"/> Final Occupancy Date	\$18.00	Attached via email
<input type="checkbox"/> Square Footage of Building (residential only)	\$18.00	
<input checked="" type="checkbox"/> Copy of Survey Certificate (residential only)	\$18.00	Attached via email
To be Completed by City Staff TOTAL	\$	
Payment Method		
<input type="checkbox"/> Credit <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Debit		

DELIVERY OF INFORMATION

☐ I will wait

If you choose not to wait, please select ONE delivery option and specify the related delivery information:

☒ Email Email Address: bcline@shaw.ca
☐ Fax Fax Number: 604 531 4624
☐ Regular Mail Mailing Address _____ Postal Code _____

Any information provided is for your convenience only and it should be clearly understood that you must satisfy yourself as to whether the premises and the existing or proposed use thereof is, or would be, in conformity with all applicable by-laws and regulations of the City. The City of Surrey does not guarantee or warrant the accuracy or completeness of the information given or its fitness for the purposes intended by the requester.