



Request for Addressing or Change of Address

Application Form
\$75.00 (fee per address)

APPLICANT INFORMATION	
Owner Name(s): required*	
Mailing Address:	
Phone: required*	
Email: required*	

Assigning an address requires names and consent from all registered owners.

ADDITIONAL REGISTERED OWNER NAMES (*if applicable)
Owner Name(s): required*

APPLICATION INFORMATION	
Parcel Identifier Number (PID): required*	Roll/Folio:
Legal Description:	
Existing Buildings on Property (if applicable):	
Reason for Request: *required	
<input type="checkbox"/> New build	
<input type="checkbox"/> Suite	
<input type="checkbox"/> Utility Services	
<input type="checkbox"/> PO Box	
<input type="checkbox"/> Other: _____	

Plot Plan *required

Use the RDCK Public Web Map to create a pdf of your property here:

<https://rdck.ca/EN/main/services/mapping-gis.html>

Alternatively you can provide a hand drawn sketch (plot plan)

Please include the following:

- North arrow
- Lot lines
- Location of buildings (existing and proposed) with approx. distances to property lines
- Location of access (roads, driveways)

NOTE: INCOMPLETE FORMS WILL NOT BE PROCESSED. THE RDCK RESERVES THE RIGHT TO NOT ISSUE AN ADDRESS IF AN APPROPRIATE REASON FOR ADDRESSING UNOCCUPIED PROPERTY IS NOT PROVIDED

SIGNATURE OF APPLICANT(S):

Signature

Date

Signature

Date

SIGNATURE OF ALL REGISTERED OWNER(S):

Signature

Date

Signature

Date

Signature

Date