



A fee of \$50 must be paid before this application will be processed, and is not refundable.

We cannot guarantee that a file will be located or that it will include an accurate diagram of the system. If no information is available, either the original paperwork could not be filed due to incorrect information, or the sewage system was constructed/repared without reference to this office. Please allow 5 business days to process this request.

Applicant Name
Phone(s)
Email

Property Information

Civic Address (including City)
Facility Name
Legal Description
Tax Assessment Roll #

Information Requested

IMPORTANT: HAS THIS PROPERTY BEEN SUBDIVIDED? ☐ YES ☐ NO

If this property has been subdivided, the legal description will have changed and Program Support will be required to search for other subdivision or sewage documentation. Please provide the complete legal description (including tax roll number and district lot) for all subdivided properties.

Applicant's Signature	
Date (dd/mm/yyyy)	

Office Use

Receipt #

<input type="checkbox"/> Information Searched
<input type="checkbox"/> Information Released
<input type="checkbox"/> Unable to locate file information
Program Support Full Name
Date (dd/mm/yyyy)

<input type="checkbox"/> IH Online Sewerage Registry _____
<input type="checkbox"/> HH.Net _____
<input type="checkbox"/> Hard copy paper files _____
<input type="checkbox"/> If applicable, other EPH Office _____