



**Ganaraska Region  
Conservation Authority**  
2216 County Road #28  
Port Hope, ON L1A 3V8  
**Phone:** (905) 885-8173  
**Email:** info@grca.on.ca

## SOLICITOR / LEGAL INQUIRY FORM

INQUIRERS NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

\_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

(IF AVAILABLE)

OWNER'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

\_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

### LOCATION OF SUBJECT PROPERTY:

MUNICIPAL ADDRESS: \_\_\_\_\_

REGISTERED PLAN: \_\_\_\_\_ REGISTERED LOT: \_\_\_\_\_

MUNICIPALITY: \_\_\_\_\_ CONCESSION: \_\_\_\_\_ LOT: \_\_\_\_\_

### PLEASE INCLUDE WITH SUBMISSION:

1. Letter - Specifying details of the request.
2. Survey - An accurate property survey or detailed map, including property boundaries, to ensure correct property identification.
3. Closing Date - Requests are dealt with on a first come, first served basis.

Please note that processing/response times average 2 weeks depending on the time of year and volume of applications in process.

Information provided on this form is collected by Ganaraska Region Conservation Authority, in accordance with the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*, and will be used only for the purposes of responding to the specific property inquiries contained in this form. Questions about this collection should be directed to the CAO/Secretary Treasurer, 2216 County Road 28, Port Hope, ON L1A 3V8, 905-885-8173.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

### Processing Fee - \$350.00 - Payable upon submission

**E-Transfer** – please send to the GRCA Bookkeeper, Michelle Giddings ([mgiddings@grca.on.ca](mailto:mgiddings@grca.on.ca)), and reference the subject property address as a message.

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