



Town of Naicam

208 1st Ave N | PO Box 238

Naicam, SK | S0K 2Z0

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REQUEST FOR INFORMATION FORM

To provide information regarding a property or account, this form, duly authorized and signed by the homeowner must be received by our office prior to the disclosure of this information. Please fill in the form for the information required and sign and date the form.

Requestor's Name: _____ Date Requested: _____

Company/Organization: _____ Date needed by: _____

The following request applies to the following property and/or title:

☐ Legal Land Description: _____ -W2 / **OR** / Lot: _____ Blk: _____ Parcel: _____
Part Sec Tw n Rge

☐ Civic Address: _____

☐ Title #: _____

☐ Request is based on the sale of the above listed property.

Please provide the following information:

☐ Assessment / Field Sheet

☐ Taxes per year (current or prior year levy, amounts outstanding, or status of account)

☐ Utility billing (amounts outstanding, or status of account)

☐ Other _____

If you require an official tax certificate, please indicate this below. A fee of \$20 per title must be supplied to the Municipality with a copy of this request prior to our office sending the tax certificate.

Tax Certificate Requested? ☐ YES ☐ NO

PERMISSION FROM OWNER(S) / TENANT(S) / CLIENT(S) and/or realtor (if applicable) GRANTED TO RELEASE INFORMATION

Name (Owner) – Print Name

Signature

Name (Owner) – Print Name

Signature

Name (Tenant) – Print Name

Signature

Name (Tenant) – Print Name

Signature

Name (REALTOR) – Print Name

Signature

Date: _____

OFFICE USE ONLY

Request Received Date: _____ Staff Initial: _____

Request Fulfilled Date: _____ Via: Post / E-mail / Fax Staff Initial: _____

Tax Certificate Payment Received: _____ Chq#: _____ Receipt #: _____ Staff Initial: _____