



Peace Regional SDAB
 P.O. Box 450, Berwyn, Alberta, T0H 0E0
 5109 - 51 Street, Berwyn, Alberta
 Ph. 780-338-3862 Fax 780-338-3811
 Email: info@mmsa.ca

Agent Authorization Form

Note: You must use this form to appoint an agent to conduct business with the Peace Regional Subdivision and Development Appeal Board on your behalf. You must also use this form to inform the Board of any changes you make to your agent for example, if you wish to cancel the appointment of your agent and represent yourself or use another agent.

- I am appointing an agent. **Complete Sections A, B, and D**
- I am making changes to my agent. **Complete Sections A, C and D**

Section A: Principal Information

Registered Property Owner(s) Name				
Registered Address		Municipality	Province	Postal Code
Phone Number (Day)		Email Address		

Section B: Appointment of Agent

I authorize the following individual or company to serve as my agent, to receive information on my/our appeal and to conduct business with the Peace Region Subdivision and Development Appeal Board on my/our behalf.

Agent Name				
Contact Name (if different) and position held				
Mailing Address		Municipality	Province	Postal Code
Telephone Number	Email Address			
Alternate Telephone Number				

Section C: Cancel the Appointment of an Agent

I withdraw my authorization for this person or company to serve as my agent, to receive information on my/our appeal and to conduct business with the Peace Region Subdivision and Development Appeal Board on my/our behalf.

Agent Name	
Contact Name (if different)	

FOIP Notification: This personal information is being collected under the authority of the *Municipal Government Act* (MGA) and the *Freedom of Information and Protection of Privacy Act* (FOIP) and is managed in accordance with the provisions of FOIP. If you have any questions about the collection of your personal information, contact the Administrative Assistant, Peace Regional Subdivision and Development Appeal Board (MMSA) 5109 – 51 Street, Berwyn, AB T0H 0E0. Phone: 780.338.3862.

Section D: Acknowledgement and Certification

By signing below, I/We do authorize the above noted agent to act solely on my/our behalf with respect to:

1. I/We provide authority to the agent, as identified in section B, to represent the registered owner(s) identified in section A to:
 - a. file an appeal/request for review on behalf of the registered owner(s) described on this form;
 - b. discuss the issues or matters of the appeal/review with the municipality;
 - c. prepare and submit disclosure regarding the appeal/review;
 - d. represent the registered owner(s) at hearings before the subdivision and development appeal board and
2. I understand that the registered owner continues to be subject to all provisions required by the Municipal Government Act



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and its attendant regulations and any authorization of an agent is not a substitute for any of those provisions.

3. I understand that the registered owner is liable for any costs awarded against the agent by the Peace Regional Subdivision and Development Appeal Board, or for any change in the permit or order that may result from a hearing.
4. The agent has disclosed the qualifications, professional designations, certifications, or affiliations of the agent, if any, with respect to the appeal.
5. I may revoke authorization at any time in writing to the subdivision and development appeal board clerk.

Signature of the Principal	
Printed Name of the Signatory and Title	
Date(dd/mm/yyyy)	