



<b>Request for Online Permitting Access</b>	<b>Reference #</b>	<b>Office use Only</b>
---	--------------------	------------------------

Please complete the following form and submit it in person to one of the 3 Community Development Service Centres at the bottom of the form.

Company Name	
Mailing Address	
City	
Postal Code	
Primary Contact Name	
Company Phone Number	
Company Fax Number	
Company Email Address	

The information provided will be used to update your company information in our database. Following that you will receive an email indicating your User ID and Password for access to HRM's Permitting Online Services.

The following is a list of currently available information and service for all Applications and Permits that your Company is associated with:

- Review status of Permit Applications;
- Review Comments from Technical Staff;
- Application Fee summary;
- Direct email contact with Technical Staff;
- Staff directory for telephone contact information;
- Online Inspection Requests;
- Inspection Status;
- Inspection comments.

By signing below I confirm that I am an authorized agent of the Company named above and that all of the information provided is current and accurate;

Furthermore, I confirm that the User ID and Password, when received will be used by myself and any use by others will be at my sole discretion and responsibility. I will not hold HRM responsible for any misuse of access to my Permit information.

Authorized Signature	Please Print

Office Use Only			
	✓	Staff	Date
Information Complete		<i>Controller-</i>	
Confirmed in Database		<i>Controller or ET-</i>	
Authorization for Password		<i>DE/DO/Supervisor-</i>	

Community Development Service Centre Locations

Acadia Centre  
636 Sackville Dr.  
Lwr. Sackville

West End Mall  
6960 Mumford Rd.  
Halifax

Alderney Gate  
40 Alderney Dr.  
Dartmouth