

OFFICE USE ONLY

Date Received: _____ Reference Number: _____

Request Referred to: _____

Extra Fees Paid: Yes No Receipt #: _____

Notes:

Completed by: _____ Date Completed: _____

Property Owner Information

Name: _____ Email: _____

Phone: _____ Phone / Cell #: _____

Mailing Address: _____

Alternate Contact Information

Name: _____ Phone / Cell #: _____

Best day and time to locate pins: _____

* At times, Town employees may need to respond to other priorities or duties and may not be able to comply with requested times.

Property Location

Lot: _____ Block/Parcel: _____ Plan: _____

Civic Address: _____

Reason for Request: _____

Application: Front Property Line Left Property Line (Facing the House)
 Rear Property Line Right Property Line (Facing the House)

By signing this request, I, _____ will not hold the Town of La Ronge liable if the pin locate is not accurate or correctly identified. Any issues that arise from the result of an inaccurate pin locate would be the fault of the property owner.

Signature: _____ Date: _____

* Please note that the Town will attempt to locate your property pins as a free service for 1 hour. A fee of \$100/hr (2 person crew) will apply for if additional time is requested or a certified surveyor would need to be contacted. The Town of La Ronge employees are not certified land surveyors and cannot guarantee the accuracy of the pin locate. A legal property survey would need to be completed by a certified surveyor. We will attempt to locate and mark the pins (with flagging tape or stakes) by using a magnetic locator and property maps on file.