

Legal Inquiry

On-site Sewage Systems

Please submit your completed form to: permitsearch@nbmca.ca. Once we have received and reviewed your request, NBMCA staff will reply by email with instructions on providing fee payment. We also accept inquiries by courier/mail. Please allow 5-7 business days for search results once payment has been made.

Person/Law Firm/Realtor Requesting Information

Date of Request:

Name of Person/Firm Making Request:

Phone Number:

Return Information by

- ☐ Email:
- ☐ Mail:
- ☐ In-person

Property Information

Property Address:

Municipality/Township:

Legal Description:

Roll Number (as indicated on a recent Tax Bill):

Present Owner:

Past Owner(s) (if known):

Year System Installed (known or approximate):

File Search Request - Legal Inquiry - General Public or Realtor

Fee: **\$75**

NBMCA will provide an email indicating:

- Copy of permit and related septic use documents or notification that no permit is on record.

File Search Request - Legal Inquiry - Realtor or Lawyer

Fee: **\$350** with a copy of the permit

Fee: **\$275** without a copy of the permit (please submit a copy of the permit(s) with your request)

NBMCA will provide formal correspondence indicating:

- Copy of permit and related documents or notification that no permit is on record
- Comments regarding any work orders, occurrences, etc. (if any)

For NBMCA Use Only

Date Sent:

Permit #:

C of A/Pre-permit Site Inspection:

Substantial Completion:

Use Permit/Final Completion:

System Class: