

# Certificate of Compliance Application Form

**Town of Crossfield**  
1412 Railway Street  
P.O. Box 500  
Crossfield, AB TOM OSO  
P: 403.946.5565 F: 403.946.4523  
town@crossfieldalberta.com



**PLEASE PRINT**

## TO BE COMPLETED BY APPLICANT

Address of property submitted for review

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Name of Applicant: \_\_\_\_\_

Telephone: \_\_\_\_\_ Alternate: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

**Registered Owner of Land:** Same:  Other: \_\_\_\_\_

Name \_\_\_\_\_

Telephone: \_\_\_\_\_ Alternate: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

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And that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application.

Signature: \_\_\_\_\_ Date Signed \_\_\_\_\_

Print Name \_\_\_\_\_ Phone No.: \_\_\_\_\_

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## Submission Requirements

- A completed Application Form
- A Real Property Report (RPR) or a Surveyor's Certificate (SC). The RPR or SC must be legible; accurately showing all dimensions and all structures located on the property, and must be signed by an Alberta Land Surveyor.
- A copy of the Encroachment Agreement, if there is one registered on the land title.
  - o An Encroachment Agreement is required, prior to an approval for any encroachments onto a Utility Right-of-Way, Pole Anchor Site, Easements, or Town of Crossfield-owned land.
- Fee (see schedule). **Please note that fees change annually.**
- A more recent RPR **may** be requested by the Approving Authority.
- Photos **may** be requested by the Approving Authority.