



Village of Carmacks

P.O.Box 113

Carmacks, YT Y0B 1C0

Village of Carmacks Civic Addressing Change Application

Applicant Information:

- Name: _____
 - Mailing Address: _____
 - Email: _____
 - Phone Number: _____
 - Property Information: (Lot & Parcel Number) _____
-

Current Civic Address:

- Unit Number (if applicable): _____
 - Property Number: _____
 - Street Name: _____
 - Thoroughfare Designation: _____
-

Proposed Civic Address:

- Unit Number (if applicable): _____
- Property Number: _____
- Street Name: _____
- Thoroughfare Designation: _____

Telephone: (867) 863-6271

Fax: (867)863-6606

Email: info@carmacks.ca



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Reason for Address Change:

(Please provide a detailed explanation for requesting a change in your civic address)

Supporting Documents:

(Please attach any relevant documents such as property title, map, etc.)

Applicant Declaration:

I, the undersigned, hereby declare that the information provided in this application is true and accurate to the best of my knowledge. I understand that the application fee is non-refundable and that the decision of the Village Council regarding my application is final.

- **Signature:** _____
- **Date:** _____

Fee Payment:

- **Application Fee:** \$100.00 (non-refundable)
- **Payment Method:** (Please select one)
 - Cash
 - Cheque
 - Credit/Debit Card

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For Office Use Only:

- **Date Received:** _____
 - **Application Number:** _____
 - **Received By:** _____
 - **Fee Payment Confirmation:** _____
-

Decision:

- **Council Meeting Date:** _____
 - **Decision:** (Approved / Denied) _____
 - **Council Resolution Number:** _____
 - **Date of Notification to Applicant:** _____
-

Comments: _____

(For any additional notes or comments by the Chief Administrative Officer or Council)

Submission Instructions:

Please submit the completed application form along with the non-refundable application fee to:

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Appendix A: (To be attached to the Civic Addressing Bylaw #301-24)

This application form is provided in accordance with the Civic Addressing Bylaw #301-24 of the Village of Carmacks. All applications are subject to review and approval by the Village Council. Applications must be complete and include all required information and supporting documents.

Notes:

- No further applications will be accepted for a period of five (5) years if a civic address change application is refused.
 - No civic address application shall be considered during the period of time between the filing of an application for a development permit and the issuance of an occupancy permit for that building.
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