



# WOOD BURNING APPLIANCE PERMIT APPLICATION

**CRANBROOK OFFICE**  
 19 – 24th Avenue South  
 Cranbrook BC V1C 3H8  
 Ph: 250-489-2791  
 Fax: 250-489-3498  
 Toll Free 1-888-478-7335

**COLUMBIA VALLEY OFFICE**  
 1164 Windermere Loop Road  
 Invermere BC V0A 1K3  
 Ph: 250-342-0063  
 Fax: 250-342-0064

Web Site: [www.rdek.bc.ca](http://www.rdek.bc.ca)

<b>OFFICE USE ONLY</b>	
BP No.	_____
Area/Yr.	_____

Registered Owner(s): _____	Contractor / Agent: _____
Mailing Address: _____ _____	Mailing Address: _____ _____
Contact No.: _____ Cell: _____ Email: _____	Business No: _____ Cell: _____ Email: _____

Civic address where appliance is being installed (if different than above):

\_\_\_\_\_

Parcel Identifier Number (PID): \_\_\_\_\_ Folio Number: \_\_\_\_\_

Describe work to be done (ie new wood burning appliance/new chimney/new pellet stove/etc):

\_\_\_\_\_

Location of Appliance (ie basement/living room/garage/etc): \_\_\_\_\_

**Provide Proof of Ownership** – A Title Search print dated no more than 30 days before you file your application is required for **all** building permit applications. These are available online at <http://www.ltsa.ca/cms/> . If requested, a Title Search can be obtained by the RDEK for a document fee of \$15.00.

- Please check and initial here to consent to the RDEK conducting a Land Title Search on your behalf for a fee of \$15.00.

**DECLARATION AND AUTHORIZATION**

If the permit applied for is granted, I / we agree:

- (a) to conform and be bound by the requirements of all relevant statutes, regulations, rules, orders in council and bylaws of the Province of British Columbia and the Regional District of East Kootenay (RDEK), including but not limited to, the BC Building Code and the RDEK Building Regulation Bylaw.
- (b) neither the issuance of a permit under this Bylaw, the review and acceptance of the design, drawings, plans or specifications, nor inspections made by a Building & Protective Services official, shall constitute a representation or warranty that the Building Code or the Bylaw have been complied with or the building, structure or plumbing system meets any standard of materials or workmanship, and no person shall rely on any of those acts as establishing compliance with the Building Code or this Bylaw or any standard of construction.
- (c) Personal information contained on this form is collected under *the Freedom of Information and Protection of Privacy Act* and will be used only for the purpose of processing the permit application. For questions or additional information, contact the RDEK FOI Coordinator at 250-489-2791.

I / we have read the above agreement, release and indemnify and understand it.

**Signature of All Registered Owner(s):**

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(please print clearly)

Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(please print clearly)

Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(please print clearly)

Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(please print clearly)

Signature: \_\_\_\_\_

***If the application is submitted by an Contractor/Agent, the owner(s) must also sign the following statement or provide separate written authorization:***

I / we consent to this application filed by the person or company whose name appears as the contractor / agent on page 1 of the application.

Signature of Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

Signature of Contractor: \_\_\_\_\_ Date: \_\_\_\_\_