



Ontario Land Tribunals  
**Local Planning Appeal Tribunal**  
 655 Bay Street, Suite 1500 Toronto, Ontario M5G 1E5  
 Tel: 416 212-6349 or toll free 1-866-448-2248  
[www.olt.gov.on.ca](http://www.olt.gov.on.ca)

## Certified Exhibit Request Form

### Instructions:

- Complete one Form for each set of Exhibits you are requesting.
- A fee of \$20 is required for each copy of an Exhibit you are requesting.
- Exhibits that have been submitted at the LPAT may come in different sizes (i.e. 8.5x11, legal, maps etc) there may be an additional charge for having copies reproduced.
- The fee can be paid by certified cheque or money order, in Canadian funds, payable to the Minister of Finance.
- Do not send cash. You may only pay by cash in person.

*Date Stamp – Received by LPAT*

### Part 1: Exhibit Information

Case and/or File Number	Exhibit Number(s)	Decision Issue Date and Issue Number
Address and/or Legal Description of Property on Decision		
Municipality	Region	

### Part 2: Requestor Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Company Name or Association Name (if Applicable) \_\_\_\_\_

Daytime Telephone #: \_\_\_\_\_ Alternate Telephone #: \_\_\_\_\_

Mailing Address:

Street Address	Apt/Suite/Unit #	City/Town
Province	Country (if not Canada)	Postal Code

Signature of Requestor: \_\_\_\_\_ Date: \_\_\_\_\_

### Part 3: Required Fee

Fee = \$20 X \_\_\_\_\_ Copies + Reproduction Costs \_\_\_\_\_ = Total Fee Submitted \_\_\_\_\_

Fee Paid by: (Circle One)    Certified Cheque    Money Order    Cash in Person

### Special Instructions:

### OFFICE USE ONLY

Request Received by: \_\_\_\_\_

Day	Month	Year
_____	_____	_____

Fee Received: _____	Date Mailed: _____	Processed By: _____
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