



Hamilton

“Change / Additional Address or Unit Request Form”

1. Name and mailing address of the APPLICANT

Address	Telephone No. () -	<input type="checkbox"/> Owner (if different than applicant) - Letter of permission provided
	Fax () -	
	Postal Code	Email address

2. Current address of SUBJECT PROPERTY

3. Reason for the Requested Change / Addition to the existing Municipal Number(s) or Unit

4. If your application is accepted, the APPLICANT will receive a confirmation notice letter mailed to the above address. Please ensure the owner receives a copy of the letter for their records.

The current fee required for processing an application to change or add a new municipal number is **\$425.00** ‘per property’. Please make cheques payable to “City of Hamilton” and mail or deliver along with your request to:

Hamilton City Hall
Planning and Economic Development Department
Attention: Legislative Approvals / Staging of Development
71 Main Street West, 6th Floor
Hamilton ON L8P 4Y5

Note: All decisions of the Planning and Economic Development Department are considered Final with respect to municipal numbers.