

Application to Register a Second Unit

(in accordance with By-law 114-16)



Planning and Building Department

300 City Centre Drive

Mississauga, ON L5B 3C1

Contact 3-1-1

For use by Principal Authority	
Application number:	Permit number (if different):
Date received:	Roll number:

A. Location of Second Unit

Street Address		Unit number	Lot/con.
Municipality	Postal code	Plan number/other description	

B. Applicant

Applicant is: Owner or Authorized agent of owner

Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	

C. Owner (if different from applicant)

Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	

D. Creation of Unit

Proposed New Second Unit
 Existing Second Unit created on or before July 14, 1994
 Existing Second Unit created after July 14, 1994

E. Declaration of Owner

I _____ certify that:

(print name)

- The information contained in this application, attached schedule, attached plans and specifications, and other attached documentation is true and accurate to the best of my knowledge.
- I/we are the owners of the above indicated property.
- The Second Unit complies with the Ontario Building Code, Ontario Fire Code, Ontario Electrical Safety Code (as required by the Ontario Fire Code), By-law 114-16, and any other applicable law.
- The certificate may be revoked by the Registrar in accordance with section 16 of the Second Unit Registration Bylaw
- Insurance: As a landlord, you are responsible for ensuring that you have proper home insurance coverage and are responsible for making your insurance provider aware that you have a second unit. You are also responsible for ensuring that all tenants have proper insurance coverage.
- Waiver: By registering my second unit, I hereby for myself, my heirs, executors, administrators, or any others who may claim on my behalf, covenant not to sue, and hereby waive, release and discharge the City of Mississauga, its Mayor, councillors, officers, employees, volunteers, successors and assigns (collectively the "Released Parties") from any and all losses, liabilities, damages, actions, suits, claims, demands (collectively hereinafter the "Claims"), whether direct or indirect for personal injury, illness, loss of life or property damage of any kind or nature, arising from or in any way related to the use of my second unit.
- Indemnity: By registering my second unit, I agree to fully indemnify and defend the City of Mississauga and/or any of the Released Parties from and against any and all Claims brought against the City of Mississauga and/or any of the Released Parties including all related costs and expenses and against any loss, costs, damages or expenses which the City and/or any of the Released Parties may sustain, suffer, incur or be liable for resulting from, arising from or in any way related to the use of my second unit.

_____ Date _____ Signature of Owner

Personal information contained in this form schedules and application is collected under the authority of City of Mississauga By-law 114-16 and will be used for the purpose of assessing the application and to enforce By-law 114-16. Questions about the collection of personal information may be addressed to the Second Unit Registrar, City of Mississauga, 300 City Centre Drive, Mississauga ON L5B 3C1.