

(Letter of Authorization #1: Modify this sample letter to suit your circumstances)

Date: _____

The City of Winnipeg
Unit 31 – 30 Fort Street
Winnipeg, Manitoba
R3C 4X7

To Whom It May Concern:

Re: **123 Any Street , Winnipeg, MB**
(address, city, province)

I am / We are the registered owner(s) of the above-noted property.

Please accept this letter as my / our authorization to release a copy of the building plans for 123 Any Street to Mr. John Smith of ABC Architects Inc.

Yours truly,

(Signature)
Jane Jones
Owner – 123 Any Street
Phone: 204-929 - 9292