



Ontario Municipal Board  
 Commission des affaires municipales de l'Ontario  
 655 Bay Street, Suite 1500 Toronto, Ontario M5G 1E5  
 TEL: (416) 326-6800 or Toll Free: 1-866-887-8820  
 FAX: (416) 326-5370  
[www.omb.gov.on.ca](http://www.omb.gov.on.ca)

## Request for Certified Decision

### Instructions:

- Complete one Form for each decision you are requesting.
- A fee of \$20 is required for each copy of a decision you are requesting.
- 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 OMB

### Part 1: Decision Information

Case Number \_\_\_\_\_

Decision Number \_\_\_\_\_

Issue Date \_\_\_\_\_

Address and/or Legal Description of property on decision \_\_\_\_\_

Municipality \_\_\_\_\_

### 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 = **Total Fee Submitted:** \$ \_\_\_\_\_

#### OFFICE USE ONLY

Fee Received \_\_\_\_\_ Date Mailed \_\_\_\_\_ Processed by \_\_\_\_\_