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Request for Record Search

This service generates a report for a specific address indicating if there are open/outstanding notifications pertaining to the address. If copies of correspondence, notes and/or specific details about any notifications (open or closed) for an address are required, please submit an Access to Information Request.

ESA Account #:

Date:

Method of Payment	
<input type="checkbox"/> Charge to ESA Account If you are on account with us and wish to pay by credit card, please check the ESA account customer box to the right and provide the last four digits of the card we have saved on file.	Credit Card ESA account customer- provide the last 4 digits of the credit card saved on file _____ One-time / non-account customer To comply with Credit Card Payment security requirements, an ESA representative will contact you during regular business hours (M-F, 7:00 AM - 4:30 PM) to process your credit card payment. Please DO NOT include any credit card information on this form.

*A standard fee of \$76 (including HST) will be charged.

Applicant/Requestor Information	File No: _____
Requestor Name: _____	Organization: _____
Address: _____	Unit/Suite: _____
City: _____	Prov/State: _____
Postal Code: _____	Country: _____
Phone #: _____	Fax #: _____
Email: _____	

Site Address to be Searched (if different than Applicant address)

Name: _____

Civic #: _____ Street: _____

Alternate street name if #'d Regional Rd, County Rd, Hwy: _____

Ph: _____ Block: _____ Bldg: _____ Floor: _____ Unit/Ste: _____ Sub Div Lot: _____ Sub Div Part Lot: _____

City: _____ Twp/Region: _____

Intersection: _____

Comments: (eg. requisition date, closing date, etc.)

OFFICE USE ONLY

Search Request Results:

By submitting personal information to the Electrical Safety Authority, or its agents and service providers, you agree that ESA may collect, use and disclose such personal information in accordance with its privacy policy, applicable laws or pursuant to our administrative agreement with the Province of Ontario. If you provide us with the personal information on behalf of another individual, you represent that you have all necessary authority and/or have obtained all consents from such individual to enable us to collect, use and disclose such personal information for the purposes set forth in our Privacy Policy. A copy of our policy is located on our website at www.esasafe.com.