



An alias address can be applied for in situations such as:

- A permitted additional residence on a property (i.e. coach house, manufactured home)
- Business license purposes (i.e. commercial spaces, tenant mailing).

It will allow you to receive mail/deliveries as well as service providers to hook up phone, cable, hydro, etc. It will also ensure the address is sent to be registered with Emergency Services (E911, Fire Department, RCMP). Once your application is submitted it will be reviewed to ensure it meets the proper requirements (i.e. an authorized dwelling, correct permits, historical background) and we will contact you once approved.

Please note: If your application involves a newly completed building/under construction, the new address is only able to be created once your project is complete (i.e. your Building Inspector grants your Occupancy/Final permit).

Description of Request

Please attach the following, if applicable:

- Map of the property if there is an exterior dwelling being addressed - OR -
- Plan or list outlining where units are located in a building, which floor, etc.

Applicant/Contact Information:
Phone/Email:



Signature(s) of Property Owners

Date

I have attached the required supporting documents and hereby agree to submit further information that may be deemed necessary for processing this application. I am aware that my information will be shared with outside parties (i.e. E911, Fire Department, BC Assessment, Canada Post and utility companies).

Please Return Signed & Completed form to:
propertyrecords@chilliwack.com

Or drop off/mail to:
City of Chilliwack, Attn: Property Records
8550 Young Road, Chilliwack BC V2P 8A4

**The approximate turnaround time for the new address is 1-2 weeks.*