



Application for Rebate of Property Taxes

For Vacancies in Commercial and Industrial Buildings

INSTRUCTIONS

Taxation year for which the application is being made:

Municipal Use Only
Application # _____

- The deadline for submitting applications is February 28 of the year following the taxation year to which the application relates (eg Feb 28 2011 for 2010 vacancy).
- Deliver this completed application to your local municipal office at: 263 Main St, Odessa
- Any person who knowingly makes a false or deceptive statement in this application is guilty of an offence and, upon conviction, is liable for a fine.
- To be eligible for a rebate, a building or portion of a building must satisfy the conditions described in Category 1 or Category 2 below.

ELIGIBILITY (Please check to confirm eligibility)

Category 1 - Buildings that are Entirely Vacant
A whole commercial or industrial building will be eligible for a rebate if:

the entire building was unused for at least 90 consecutive days

Category 2 - Buildings that are Partially Vacant
A suite or unit within a commercial building will be eligible for a rebate if, for at least 90 consecutive days, it was:

unused; and

clearly delineated or physically separated from the used portions of the building; and

either capable of being leased for immediate occupation, or undergoing or in need of repairs or renovations that prevented it from being available for lease for immediate occupation, or unfit for occupation.

A portion of an industrial building will be eligible for a rebate if, for at least 90 consecutive days, it was:

unused; and

clearly delineated or physically separated from the used portions of the building.

Exclusions
A building or portion of a building will not be eligible for a rebate if:

- it is used for commercial or industrial activity on a seasonal basis;
- during the period of vacancy it was subject to a lease, the term of which had commenced; or
- during the period of vacancy it was included in a sub-class for vacant land.

Note: For complete information about eligibility and application requirements, refer to section 364 of the *Municipal Act* and Ontario Regulation 325/01.

For general information about the rebate program, you may refer to the Ministry of Finance bulletin entitled "Property Tax Rebates for Vacant Commercial and Industrial Buildings". This bulletin is available on the internet at www.gov.on.ca/FIN or at the Township Office.

PROPERTY INFORMATION

Address (Number and Street)

Owner's Name: _____

Mailing Address (Number and Street)

City/Town _____ Province _____ Postal Code _____

(_____) _____ (_____) _____
Phone Number Fax Number

Roll Number (See your notice of property assessment or your property tax bill, or contact your local municipality.)
1104 - ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____ - ____

Rep's/Agent's Name (if applicable):

Mailing Address (Number and Street)

City/Town _____ Province _____ Postal Code _____

(_____) _____ (_____) _____
Phone Number Fax Number

Industrial Commercial	Description of Vacant Area (Include unit/suite number, floor number, building number. Attach sketch if necessary).	Size of Vacant Area in Sq. Ft.	Period of Vacancy (Must be at least 90 consecutive days).		MPAC USE ONLY Assessment	MUNICIPAL USE ONLY Amount of Tax Rebate
			FROM day month year	TO day month year		
<input type="checkbox"/> <input type="checkbox"/>		sq ft				
<input type="checkbox"/> <input type="checkbox"/>		sq ft				
<input type="checkbox"/> <input type="checkbox"/>		sq ft				
<input type="checkbox"/> <input type="checkbox"/>		sq ft				
<input type="checkbox"/> <input type="checkbox"/>		sq ft				

I certify that the information contained in all pages of this form and attachments is true and correct.

Name of Applicant (print)	Signature	Date	GRAND TOTALS
Name of Assessor (print)	Signature	Date	

Name of Municipal Representative (print)	Signature	Date	
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