

Application for Rebate of Property Taxes for Vacancies in Commercial and Industrial Buildings Section 364 of the Municipal Act and Ontario Regulations 325/01

Taxation year for which the application is being made
MPAC USE ONLY LOG #
MUNICIPAL USE ONLY Application #

Forward Application to: **MUNICIPALITY OF LEAMINGTON**
111 Erie Street N
LEAMINGTON ON N8H 2Z9

PROPERTY INFORMATION - Address (Number and Street)			Municipality of Leamington		
City/Town/Municipality, etc.			Province		
Postal Code			Roll Number (See your Notice of Property Assessment or your property tax bill, or contact your local Municipality.)		
Owner's Name			Representative's/Agent's Name (if applicable)		
Mailing Address (Number and Street)			Mailing Address (Number and Street)		
City/Town/Municipality, etc.			Province		
Postal Code			Roll Number		
Phone Number ()			Fax Number ()		
E-mail			E-mail		
INSTRUCTIONS			<ul style="list-style-type: none"> Any person who 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 below. 		
<ul style="list-style-type: none"> The deadline for submitting application is February 28 of the year following the taxation year to which the application relates. Deliver this completed application to your local municipal office. 					

Please note: Number of applications is limited to two per property per year
App # _____ For Year _____

- Does the application relate to vacant space as a result of seasonal business? Yes No
- Is the vacant space leased to a tenant who is in possession of the space? Yes No
- Is there an active lease in place? Yes No
- Is the vacant space included in a subclass for vacant land? Yes No

Eligibility Criteria:

To be eligible for a rebate, a building or portion of must satisfy the conditions described in Category 1, 2 or 3 below.
(Please check off applicable boxes to confirm eligibility)

Category 1 - Commercial and industrial buildings that are entirely vacant:

- The entire building was unused for at least 90 consecutive days

Category 2 - Commercial buildings that are partially vacant:

- The portion of the building was unused for at least 90 consecutive days; *and*
 The unused portion of the building was clearly delineated or physically separated from the used portions; *and*
 was either capable of being leased for immediate occupation, or
 undergoing or in need of repairs, renovations, or construction that prevented it from being available for lease for immediate occupation, or
 unfit for occupation

Category 3 - Industrial buildings that are partially vacant:

- The portion of the building was unused for at least 90 consecutive days; *and*
 The portion of the building was clearly delineated or physically separated from the used portions.

The information on this form is collected under the authority of section 442.5 of the *Municipal Act* and Ontario Regulation 325/01 and it will be used only for the purposes of determining eligibility for a property tax rebate and the amount of the rebate in respect of vacant commercial and industrial buildings. Questions about the collection of personal information should be directed to your local municipal office.

Please turn over →

MANDATORY: Please provide a detailed sketch relating to the Vacant Unit(s)

COMMERCIAL INDUSTRIAL	Description of Vacant Area (Include unit/suite/floor number, building number. Attach sketch if necessary)	Size of Vacant Area in Sq. Ft.	Period of Vacancy Program (Must be at least 90 consecutive days.)						MPAC USE ONLY Assessment	MPAC USE ONLY Class
			From day	month	year	To day	month	year		
00		sq.ft								
00		sq.ft								
00		sq.ft								
00		sq.ft								

If more space is required, please attach a separate page.

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

Name of Applicant _____ Signature _____ Date _____

A person who knowingly makes a false or deceptive statement in an application for a rebate is liable, upon conviction, to a fine of double the amount of the rebate that the person sought to obtain through their false or deceptive statement.

For the purpose of verifying a vacancy rebate application, municipalities have been given similar rights as assessors to request information and obtain access to premises. A fine of \$100 per day may be imposed upon a property owner for failure to comply with a request for information.

MPAC USE ONLY

Comments _____

Assessor Name _____ Signature _____ Date _____

MUNICIPAL USE ONLY

Name of Municipal Representative (print)

_____ Signature _____ Date _____

APPENDIX A – Application for Rebate of Property Taxes For Vacancies in Commercial and Industrial Buildings

Additional questions to be answered:

Name of Owner (please Print): _____

Property Address: _____

Roll Number: _____

1. Please state the reason for the vacancy (eg. Cessation of operations, termination of lease, etc...).

2. Is the vacancy due to the seasonal nature of the occupying business?

3. If this application is for part of a property, please describe how the vacant area is separated from the area still in use? Please provide a detailed diagram.

4. Is the vacant area normally leased to tenants?

5. Is the vacant area currently leased?

6. Has the area been leased again after the period of vacancy?

7. Is the area leased on short term (daily or monthly basis)?

8. Is the vacant area used by the owner for storage or any other purpose?

9. Is the space currently available for lease (if commercial space only)? How is the availability being advertised? Please provide contact name and number (eg. Real estate broker, if applicable).

10. What event marked the start of the vacancy period? (eg. Renovation/retooling, line shutdown).

11. When and by what event do you expect the vacancy to end? (eg. Completion of renovation/retooling, sale of property, upturn of business).

"I HEREBY CONFIRM THAT THE INFORMATION PROVIDED IN THE APPLICATION AND THIS APPENDIX IS TO THE BEST OF MY KNOWLEDGE ACCURATE, TRUTHFUL AND COMPLETE"

SWORN (or AFFIRMED) BEFORE ME AT

This _____ day of _____, _____

A Commissioner for Taking of affidavits (or as may be)

Signature of Applicant _____