

# Application for Rebate of Property Taxes for Vacancies in Commercial and Industrial Buildings

Taxation year for which the application is being made
<b>MUNICIPAL USE ONLY</b> Applicant #

## INSTRUCTIONS

- The deadline for submitting applications is February 28 of the year following the taxation year to which the application relates.
- Deliver this completed application to your local municipal office.
- 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 442.5 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](http://www.gov.on.ca/FIN).

## PROPERTY INFORMATION

Address (Number and Street)

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.)	Representative's/Agent's Name (if applicable)	

Mailing Address (Number and Street)

City/Town/Municipality, etc.	Province	Postal Code
Mailing Address (Number and Street)	Province	Postal Code

Phone Number ( ) ( )

Phone Number ( ) ( )

### Description of Vacant Area

(Include unit/suite number, floor number, building number. Attach sketch if necessary.)

FROM day	month	year	TO day	month	year	MUNICIPAL USE ONLY Assessment	MUNICIPAL USE ONLY Amount of Tax Rebate
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							

List continued on Page 2

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

Name of Applicant (print)

Signature

Date

**MUNICIPAL USE ONLY**  
Name of Assessor (print)

Signature

Date

**MUNICIPAL USE ONLY**  
Name of Municipal Representative (print)

Signature

Date

Total from Page 2

GRAND TOTAL

The information on this form is collected under the authority of section 442.6 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.

