



TAX ADJUSTMENT APPLICATION

(Municipal Act, 2001 - Section 357/358/359)

- The **deadline** for submitting applications is the **last day of February of the year following the year for which the application is made.**
- To be eligible for a tax relief (cancellation, reduction or refund of taxes), you must satisfy the conditions which are outlined under the section of which you are applying.
- This form may be printed and filled out manually, or downloaded and filled out on a computer/mobile device.
- **Methods of Submitting the Application:**
- **By email:** Scan and email this application and required supporting documents to propertytax@citywindsor.ca
- **By fax: (519) 255-7310 to the attention of: Assessment Division, City of Windsor**
- **By mail: MUST be postmarked on or before the deadline date.** Enclose this application, along with required supporting documents and remit to: **ASSESSMENT DIVISION, CITY HALL, 350 CITY HALL SQ. W., SUITE 410 WINDSOR, ON N9A 6S1**
- If you have any questions about this form, you may contact the City of Windsor at: **311 or (519) 255-CITY (2489).**
- Knowingly making a false or deceptive statement in this application will result in a denial of the application or will result in a repayment of any relief granted.

TO BE COMPLETED BY THE APPLICANT/AGENT

(PLEASE PRINT)

APPLICATION FOR ADJUSTMENT OF 20 __ TAXES	ASSESSMENT ROLL NUMNER	
APPLICATION DATE:	3739 - _____ - _____ - _____ - _____	
_____	_____	
dd / mm / yy	_____	
PERSONAL INFORMATION		
Property owner's last name:	First:	Middle:
_____	_____	_____
Other property owner's last name:	First:	Middle:
_____	_____	_____
Property address:	P.O. Box:	
_____	_____	
City:	Province:	Postal Code:
_____	_____	_____
Mailing Address (if different from property address):		P.O. Box:
_____		_____
City:	Province:	Postal Code:
_____	_____	_____
Home Phone Number:	Alternative Number:	Email Address:
_____	_____	_____

REASON FOR APPLICATION

Type of Event (choose one) :

- | | |
|---|--|
| <input type="checkbox"/> Tax Class Change | <input type="checkbox"/> Repairs for Renovations |
| <input type="checkbox"/> Razed by Fire | <input type="checkbox"/> Demolition |
| <input type="checkbox"/> Damaged by Fire | <input type="checkbox"/> Overcharged or Manifest Error |
| <input type="checkbox"/> Exempt | |

Effective Date of Event (dd / mm / yy)

** Evidentiary documentation must be included with this application.

OFFICE USE ONLY			
			DATE PRESENTED TO COUNCIL (dd / mm / yy)
Comments:			
ASSESSMENT PARTICULARS			
<input type="checkbox"/> Regular Roll <input type="checkbox"/> 359 <input type="checkbox"/> Section 33 Roll <input type="checkbox"/> Section 34 Roll			Date Roll Printed / Processed: (mm / dd / yy)
TAX CLASS	PROPERTY ASSESSMENT		
CITY OF WINDSOR ASSESSOR COMMENTS:			
PARTICULARS OF ASSESSMENT	AMOUNT	TAX CLASS	EFFECTIVE DATE
RECOMMENDATION	MUNICIPAL SIGNATURE:		DATE: (mm / dd / yy)
APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/>			

TO BE COMPLETE BY THE APPLICANT/AGENT (PLEASE PRINT)	
APPLICANT'S CONSENT	
Name of applicant:	
<p>I authorize the City of Windsor to use this information to make a decision with respect to my Tax Appeal Application. I understand that I am financially responsible for any property tax balance that may be outstanding on my account provided that partial or no tax relief was granted, which as a result will have to be paid in full including penalties (if applicable). I authorize the City of Windsor to inspect and have access to information and records relating to any information required to process my application (such as; any assets held by me or on my behalf in any financial institution, or medical information). In addition the City may investigate balances on liabilities owing by myself or joint property owner.</p>	
<p>I, (name of applicant), do hereby declare that the information given in this application and any supporting documents is true, correct and complete in every respect, and I make this solemn declaration conscientiously behaving it to be true and knowing it is of the same force and effect as if made under other and by virtue of The Canada Evidence Act.</p>	
Signature of Applicant	Date

The information on this form is collected under the authority of section 357,358 & 359 of the Municipal Act, 2001 and will only be used for the purposes of determining eligibility for property tax relief and the amount of tax relief in respect of the Tax Adjustment Application. Questions about this collection may be made to the Manager of Property Valuation & Administration, 410, 350 City Hall Square West, Windsor Ontario; 519-255-6100 Ext. 6170. The personal information on this form is being collected under the authority of the Municipal Act, Section 10 for the purposes of maintaining the integrity and accuracy of our data. Questions about this collection may be addressed to the 311 Call Centre by dialing 311 or outside the city (519) 255-2489.

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