

**APPLICATION FORM FOR PERMISSIVE EXEMPTION
FROM PROPERTY TAXATION FOR 2025-2027**

(Section 224 of the Community Charter)

Applications must be received by **5:45PM, July 31, 2024**

Applicants who are receiving financial or in-kind support through other City programs in the 2025 taxation year are not eligible for the Permissive Tax Exemption.

1. IDENTIFICATION OF APPLICANT:

Organization name: _____

Are you registered under the *Societies Act*? Yes No

Are you a registered charity? Yes No

Please include charity number and copy of registration documents.

Mailing Address: _____

Contact Person: _____ Email: _____

Telephone Number: _____ Fax Number: _____

Preferred method of application reminder: Email Mail

2. PROPERTY (complete a separate form for each property)

Folio Number: _____ Address: _____

Legal Description: _____

Registered Owner (if different than above): Please include copy of State of Title Certificate or Lease Agreement as applicable: _____

3. ABOUT YOUR ORGANIZATION: Please provide a brief description of the goals and objectives of the organization. (You may type and attach detailed responses in Microsoft word)

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4. **PRINCIPAL USE OF THIS PROPERTY:** Please provide a brief description of the principal use of the property and how this use benefits the community *Policy 3.3 Section d*

5. **COMMERCIAL / 3RD PARTY ACTIVITY:** Please provide a brief description of any commercial activities that your organization conducts on this property. *Policy 3.3 Section e*

6. **CATEGORY:** Please select the applicable permissive tax exemption category for which you are applying (for further explanation of permissive tax exemption categories contact Sean Strang at 250-378-8635).

- | | |
|---|---|
| <input type="checkbox"/> Social Service | <input type="checkbox"/> Arts & Cultural Facility |
| <input type="checkbox"/> Place of Worship | <input type="checkbox"/> Athletic/Recreational Facility |
| <input type="checkbox"/> Property | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Educational Facility | |
| <input type="checkbox"/> Supportive Housing | |
| • Temporary or transitional housing | |
| • Treatment program | |
| • Permanent facility | |
| • Supportive staff | |
| • Group home | |
| • Special needs/disability housing | |

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7. PUBLIC ACKNOWLEDGEMENT: All recipients of City of Merritt permissive tax exemptions are required to publicly acknowledge the exemption. How does your organization plan on publicly acknowledging the exemption?

8. FINANCIAL STATEMENTS: Attach your most recent audited financial statements. 3.3 Section b – *If audited financial statements are not available applicants must supply financial statements that have been verified as correct by 2 signing officers of the organization.*

9. PROPERTY OWNERSHIP: Do you plan on selling any portion of the property during 2022?

Yes

No

10. DECLARATION:

I am an authorized signing officer of the organization and I certify that I have read the Council Policy and the information given in this application is correct. Should a permissive tax exemption be granted on the above listed property, I am agreeable to the following terms:

- If the property is sold prior to the exemption expiration, the organization will remit to the City an amount equal to the taxes that would have otherwise been payable to the City by a non-exempt owner.
- The property use will be in compliance with all applicable municipal policies and bylaws.
- The organization will publicly acknowledge the permissive tax exemption granted by the City.
- The organization is seeking self-sufficiency *Section 3.2 f*
- The organization will supply reporting to the City of Merritt’s Finance Department Section 3.4

Signature

Position

Name (please print)

Date