NOTICE OF VACANCY
of
Property Eligible for Rebate *of* Property *Taxes*
(under section 364 of the *Municipal Act* and Ont. Reg., 325/01)

INSTRUCTIONS:

- The sections of this form must be completed and the form must be signed and dated in order to be eligible for vacancy status.
- Deliver this completed Application to City of Dryden 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 vacancy status, 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 vacancy status if, within 14 days prior to the date the vacancy notice was submitted, 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 vacancy status 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, please refer to section 384 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 "Property Tax Rebates for Vacant Commercial and Industrial Buildings". This bulletin is available on the Internet at www.gov.on.ca/FIN.

PROPERTY INFORMATION

Address (Number and Street)			Roll Number (see your Notice of Property Assessment or your Property tax bill or contact City Hall)	
City/Town/Municipality	Province	Postal Code		
Owner's Name			Representative's/Agent's Name (if applicable)	
Mailing Address (Number and Street)			Mailing Address (Number and Street)	
City/Town/Municipality	Province	Postal Code	City/Town/Municipality	Province Postal Code
Telephone Number (include area code) ( )	Fax Number (include area code) ( )		Telephone Number (include area code) ( )	Fax Number (include area code) ( )

Com- mercial	Industrial	Description of Vacant Area (Include unit/suite number, floor number, building number. Attach sketch if necessary)	Size of vacant area in sq. ft.	Starting Date of Vacancy (Cannot be more than 30 days prior to date Notice of Vacancy form is submitted) From Day	Month	Year	Municipal Use Only VACANCY CONFIRMED BY (Print Name)	VACANCY MONITORED (Date)
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❑ 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 of Applicant _____ Date _____

MUNICIPAL USE ONLY

Received by (Print) _____ Signature _____ Date _____

The information on this form is collected un the authority of Section 384 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 in respect of vacant commercial and industrial buildings. Questions with respect to the collection of personal information should be addressed to the Freedom of Information and Privacy Coordinator, City of Dryden, 30 Van Horne Avenue, Dryden, ON P8N 2A7 (807) 223-1127.

NOTICE OF VACANCY
For Eligible Commercial and Industrial Buildings

Roll Number (see your Notice of Property Assessment or your Property tax bill or contact City Hall)

Com-mercial	Industrial	Description of Vacant Area (Include unit/suite number, floor number, building number. Attach sketch if necessary)	Size of vacant area in sq. ft.	Starting Date of Vacancy (Cannot be more than 30 days prior to date Notice of Vacancy form is submitted) From Day		Month		Year		Municipal Use Only VACANCY CONFIRMED BY (Print Name)	Municipal Use Only VACANCY MONITORED (Date)
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Notes and Records