



**GUIDELINES FOR APPLICATION OF PROPERTY TAX REBATE FOR
REGISTERED CHARITIES IN A LEASED OR RENTED
COMMERCIAL/INDUSTRIAL PREMISES**

PLEASE READ AND FOLLOW THESE DIRECTIONS CAREFULLY AS ONLY COMPLETED APPLICATIONS WILL BE ACCEPTED AND PROCESSED.

1. Please ensure that all sections of application are completed including but not limited to the application and the "Landlord/Property Owner Declaration" for property tax rebates for registered charities.
2. A copy of the charitable registration **MUST** be included and provided with every application. This is available by contacting Revenue Canada at 1-800-267-2384.
3. A copy of the lease agreement or a notice from the landlord indicating the portion of the property taxes to be paid **MUST** be included (this must be remitted every year).
4. The application **MUST** be received by the Town by **February 28th** of the following year in which the application applies (i.e. Feb 28, 2023 for the 2022 taxation year).
5. Making a false statement – Any person who makes a false statement or a deceptive statement in an application made to the Town or in any other document submitted to the Town under this section will:
 - Disqualify the property from eligibility for a tax deferral, cancellation, or rebate for the year in which the application was made.
 - Be required to repay any tax deferral, cancellation, or rebate paid or credited.
 - Be required to pay interest at the rate of 1.25% per month on the amount required to be repaid front the date that the taxes were originally deferred, cancelled, or rebated.

An application is only considered complete when all portions of the applications have been received by the Town.

Questions regarding this application should be directed to the Tax Dept at the Town of Aurora 905 727-1375 or tax@aurora.ca.

Taxation Year _____

APPLICATION FOR PROPERTY TAX REBATE FOR REGISTERED CHARITIES IN A RENTED/LEASED COMMERCIAL/INDUSTRIAL PREMISES

Please ensure that the Landlord/Property Owner Declaration is completed.

Name of registered charity: _____
(please print)

Revenue Canada Charitable Registration Number:

Name of contact: _____
(please print)

Mailing address: _____

Telephone number: _____ Email: _____

Annual property taxes paid by charity	\$ _____	"A"
<i>This amount should agree to the amount on property owner declaration</i>		
Organization's share of rentable space of property	_____ %	"B"
<i>This amount should agree to the amount on property owner declaration</i>		

I certify that the above information is true, correct, and complete.	
Signature of Signing Officer	_____
Name of Signing Officer (printed)	_____
Date of signing	_____

**LANDLORD/PROPERTY OWNER DECLARATION FOR PROPERTY TAX
REBATES FOR REGISTERED CHARITIES**

Name of Landlord/Owner: _____
(please print)

Mailing address: _____

Phone Number: _____

Assessment Roll Number: 1946-000-____ - ____ - ____ - 0000

Property Occupied by registered charity: _____

(full address)

Total annual property taxes payable on assessed property	\$ _____
This should agree to the tax bill (commercial/industrial totals only)	
Total annual property taxes charged to the charity	\$ _____ "A"
Registered charity proportional share of rental space	_____ % "B"

I certify that the above information is true, correct, and complete.

Signature of landlord/owner _____

Name of landlord/owner (printed) _____

Date: _____