APPLICATION FOR REBATE OF PROPERTY TAXES
For Vacancies in Commercial and Industrial Buildings
Within the Township of Wellesley

Taxation Year for which the
Application is being made

_____

**MUNICIPAL USE ONLY
APPLICATION #**

_____

INSTRUCTIONS:

- The deadline for submitting applications is February 28 of the year following the taxation year to which the application relates.
- Return this completed application to The Township of Wellesley
- 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.
- If the application is being filled out on behalf of a property owner, it must be accompanied by a current letter of authorization.

NUMBER OF APPLICATIONS

- Property owners may submit a maximum of two applications per property per year. Specifically, they may submit either:
    - One application in respect of all vacancies that occurred on a property during the entire tax year, or
    - One application in respect of the vacancies that occurred during the first six months of the year and a second application for vacancies that occurred during the last six months of the year.

☐ This application covers all the vacancies that occurred during the entire year.

☐ This application covers vacancies that occurred during the first six months of the year.

☐ This application covers vacancies that occurred during the last six months of the year. This is my ☐first ☐second application this year.

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

For complete information about eligibility and application requirements, refer to section 364 of the Municipal Act 2001. For general information about the rebate program, you may refer to the Ministry of Finance bulleting, entitled "Property Tax Rebates for Vacant Commercial and Industrial Buildings." Bothe the regulation and the bulletin are available on the Ministry of Finance website at www.gov.on.ca/FIN/english/ptaxeng.htm.

The Corporation of the Township of Wellesley
Located at Crosshill, Ontario

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St. Clements, Ontario N0B 2M0
Telephone: 519.699.4611 Fax: 519.699.4540

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

PROPERTY INFORMATION

Address (Number and Street)	Roll Number (See your notice of property assessment or your property tax bill.)

Municipality Township of Wellesley	3 0 2 4

Owner's Name (print)	Representative's/Agent's Name (if applicable) (print)

Mailing Address (Number and Street)	Mailing Address (Number and Street)

City/Town	Province	Postal Code	City/Town	Province	Postal Code

Phone Number ( )	Fax Number ( )	Phone Number ( )	Fax Number ( )

Commercial	Industrial	Description of Vacant Area (Include unit/suite number, floor number, building number. Attach sketch/floor plan.)	Size of Vacant Area	Period of Vacancy (Must be at least 90 consecutive days.) FROM day	month	year	TO day	month	year	MPAC USE ONLY Assessment	MUNICIPAL USE ONLY Amount of Tax Rebate
☐	☐		sq. ft.								
☐	☐		sq. ft.								
☐	☐		sq. ft.								
☐	☐		sq. ft.								
☐	☐		sq. ft.								
☐	☐		sq. ft								
☐	☐		sq. ft.								
☐	☐		sq. ft.								
☐	☐		sq. ft.								

I certify that the information stated on this form is true and correct. A person who knowingly makes a false or deceptive statement in an application for a rebate is liable, upon conviction, to a fine of double the amount of the rebate that the person sought to obtain through his/her false or deceptive statement.

GRAND TOTAL

Applicant's Name (print)	Applicant's Signature	Date
MPAC USE ONLY Name of Assessor (print)	Signature	
MUNICIPAL USE ONLY Name of Municipal Representative (print)	Signature	

The information on this form is collected under the authority of the Municipal Act and 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.

Supporting Documentation Required and Enclosed

☐ Sketch/floor plan of building and square footage of areas

☐ Documentation showing the last day tenant occupied the space

☐ Documentation showing the first day new tenant occupied the space, if now rented

Date Received and Accepted for processing _____

Received by _____