



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).**
- Kowingly 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 NUMBER
APPLICATION DATE: dd / mm / yy	3739 - ____ - ____ - ____ - 0000

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) :	
Tax Class Change Razed by Fire Damaged by Fire Exempt	Repairs for Renovations Demolition Overcharged or Manifest Error
Effective Date of Event (dd / mm / yy)	
<div style="background-color: #e0f0ff; height: 20px; width: 100%;"></div>	
** Evidentiary documentation must be included with this application.	

TO BE COMPLETE BY THE APPLICANT/AGENT (PLEASE PRINT)

APPLICANT'S CONSENT

Name of applicant: _____

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.

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.

Signature of Applicant _____

Date _____

OFFICE USE ONLY

DATE PRESENTED TO COUNCIL (dd / mm / yy)

Comments: _____

ASSESSMENT PARTICULARS

Regular Roll	359	Section 33 Roll	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 DENIED	_____	_____

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.