

## Application process

Eligible organizations must apply for the tax rebate on an annual basis as follows:

- Application for tax rebates will be accepted and processed by the local area municipality in which the organization is located
- Applications will be addressed to the Treasurer of the local area municipality
- Applications will be accepted between Jan. 1 of the tax year and Feb. 28 of the following year for rebates for the current taxation year
- Applications must be made on this Tax Rebates for Charitable Organization Application Form which is available at Niagara Region and all the local area municipalities

## **Contact Information**

Tax rebate request for taxation year:

Contact name: Contact position: Name of organization: Registration number (if applicable): Organization telephone:

Name of landlord:

Landlord's telephone:

# Address information

#### Street address:

Postal code:

City:

Mailing address if different from street address:

Length of time at that address:

Date of occupancy if less than one year (mm/dd/yyyy):

Previous address if occupancy is less than one year:

# **Required evidence**

### Provide evidence of both the:

- Square footage of the building in which occupancy took place
- Property taxes included in lease payment of current year or property taxers paid

### If a charitable organization provide evidence of:

• Proof of status as an eligible organization (For example: copy of Canada Customs and Revenue Agency approval)

Date (mm/dd/yyyy):

Signature: