

Application Requirements for Non-Residential Tax Incentives Pursuant to the Tax Incentive Bylaw 2022-06

Name of Applicant: _____

Registered Corporate Name if Different: _____

Legal Description of Assessed Property: _____

Mailing Address of Assessed Property: _____

Corporate Registry Address of Applicant (Corp registry docs attached): _____

Name of Authorized Agent for Applicant: _____

Mailing Address for Agent: _____

Email Address for Agent: _____

Telephone Number for Agent: _____

Provide, or append, a brief description of the business conducted, or to be conducted, on property:

Describe or append an explanation of why you are seeking an Exemption and how you meet the criteria set out in the Tax Incentives Bylaw: (additional pages may be added)

What date is the subject property expected to be approved for occupancy?

Any additional documentation must be appended to the application. Indicate if the application includes the following:

- a) Corporate Registry Record if applicable
- b) Land Titles Certificate (required)
- c) Agent Authorization Form/Directors' Resolution (if applicable)
- d) Application Fee (required);
- e) Financial Documentation regarding increase in value (required)
- f) Copies of development permit(s) [required]

Date of Application

Signature of Applicant or Applicant's Agent

Print Name of Applicant or Applicants Agent

Personal Information required by Town of Thorsby application forms is (Collected under authority of sections 33(a) and (c) of the Alberta Freedom of Information and Protection of Privacy (FOIP) Act.

Your personal information will be used to process your application(s). Please be advised that your name, address and details related to your application may be included on reports that are available to the public as required or allowed by legislation. If you have any questions, please contact the Town's FOIP Coordinator at 780.789.3935

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- 1.** All applications for an Exemption to the Tax Incentives Bylaw MUST include the following information:
 - a. a signed and dated application form;
 - b. the Application fee;
 - c. if the Applicant is not an individual, an agent authorization form or directors' resolution;
 - d. if the Applicant is a corporation, a corporate registry record of the Applicant dated within 30 days of the date of the application;
 - e. a land titles certificate for the lands on which the qualifying property is located dated within 30 days of the date of the application;
 - f. a description of the business conducted, or to be conducted on the qualifying property;
 - g. copies of all development permits issued with respect to the development or revitalization of the qualifying property;
 - h. an explanation of how the application meets the criteria for an exemption; and
 - i. financial documentation related to the Development or Revitalization of the Qualifying Property that indicates that the increase in assessed value that is required by the Tax Incentives Bylaw is or will be, met, which shall include, without limitation, construction cost estimates, copies of receipts and paid invoices and estimates regarding the current and expected future value of the qualifying property.
- 2.** Applicants may provide any other material, including additional print, visual or audio-visual material which the Applicant believes will support their application.
- 3.** Applications and all material provided will be included in Council reports and Agenda packages available to the public.
- 4.** All qualifying properties will be subject to inspection by Town Administration to ensure the validity of the application.