



The City Above Toronto

The City of Vaughan
2141 Major Mackenzie Drive
Vaughan, Ontario
Canada L6A 1T1

Tel 905-832-8585 ext. 8268
maureen.zabiuk@vaughan.ca

August 2009

In order to assist residents who were impacted by the recent tornadoes, the following outlines the steps available for filing an appeal for a possible property tax credit under Section 357(d) of the Municipal Act:

1. Please forward a letter by e-mail or fax to our office, or, for your convenience, please fill out the attached form detailing the following:
 - property location
 - owner name and mailing address
 - contact phone #(s)
 - extent of damage (if possible)
2. Please confirm whether City Building inspection services were required and, if applicable, what notice(s) have been posted to the property and whether a demolition permit has been issued;
3. Our office will file a Tax Appeal application for a possible property tax adjustment due to demolition and/or substantially unusable;
4. These applications are forwarded to the Municipal Property Assessment Corporation (MPAC) for verification and calculation of the attributable assessment value; MPAC may require a site inspection for confirmation;
5. Once completed, MPAC will return the applications to the City's tax department with an amended assessment value; these applications require Council approval and once approved, they will be expedited forthwith;
6. If you disagree with the final result of the application, you will be able to file an appeal to the Assessment Review Board (ARB);
7. The final deadline for all applications is February 28, 2010.

Please forward letters and/or e-mails to the attention of:

Maureen Zabiuk, Manager, Property Tax & Assessment
phone: 905-832-8585 ext.8268
direct fax: 905-832-8611
e-mail: maureen.zabiuk@vaughan.ca



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Municipal Tax Appeal Application

deadline February 28, 2010

DATE: _____

TAX ROLL NUMBER: _____

PROPERTY LOCATION: _____

OWNER NAME(s): _____

MAILING ADDRESS: _____

CONTACT PHONE #(s): _____

**DETAILS and/or EXTENT
OF DAMAGE:**

**Were City inspection
services required:**

YES **NO**

SIGNATURE: _____

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