



Assessment Appeals Committee APPLICATION FOR LEAVE TO CONSOLIDATE APPEALS

Fill in all fields that apply.

Section 1: General Information

Assessment Year:

Application for Leave to Consolidate appeals filed under:

Section 213 of *The Cities Act*

Section 243 of *The Municipalities Act*

Section 264 of *The Northern Municipalities Act*

Name of Person Filing Appeal:

Section 2: Required Documents

Assessment Notice for each property that is subject to this application.

(In the absence of a Notice of Assessment, provide a formal document containing complete assessment information.)

Copy of Notice of Appeal to the Board of Revision (BOR) for each property that is subject to this application.

(As required by Section 213(2) of *The Cities Act*, Section 243(2) of *The Municipalities Act* or Section 264(2) of *The Northern Municipalities Act*).

Section 3: Applicant Information

a) APPLICANT to Assessment Appeals Committee (AAC):

Registered Property Owner

Municipality Assessor

Saskatchewan Assessment Management Agency

Tenant Property Manager Other:

Applicant Name (Person, Company or Entity Name):

Contact Person (if applicable):

Mailing Address: City/Town: Province: Postal Code:

Email: Phone Number:

b) AGENT for Applicant: (if applicable)

Company Name:

Contact Person:

Mailing Address:

City/Town:

Province: Postal Code:

Phone Number:

Email:

c) LEGAL COUNSEL for Applicant: (if applicable)

Company Name:

Contact Person:

Mailing Address:

City/Town:

Province: Postal Code:

Phone Number:

Email:

Section 4: Municipality, Assessor, Board of Revision, and Property Information

Municipality #1: Type: City Town Village Rural Municipality Other

Municipality Name:

Mailing Address:

City/Town: Province: Postal Code:

Assessor: Phone: Email:

Date Assessment Roll opened: Final Date to appeal to BOR:

Assessment Service Provider: (if different from municipal assessor, i.e. if SAMA)

Company Name: Mailing Address:

City/Town: Province: Postal Code:

Primary Contact Person: Phone: Email:

Alternate Contact: Phone: Email:

Board of Revision (BOR) Name: BOR Secretary Name:

Email: Phone Number:

PROPERTY INFORMATION: How many property assessments are being appealed for *this municipality*?

Property #1:

Is this the intended Lead Property if Leave to Consolidate is Granted? YES NO

Civic Address: Legal Description:

Roll Number or Assessment ID: Assessed Value being appealed:

Basis of Appeal: (check any that apply)

Property Valuation	Property Classification	Exemption
Preparation or content of the Notice of Assessment		Preparation or content of the Assessment Roll

Property Classification: (check one)

Commercial & Industrial	Elevators	Railway Rights of Way & Pipeline
Residential	Multi-unit Residential	Seasonal Residential
Non-arable (Range) Land & Improvements		Other Ag. Land & Improvements
Mixed Use:	_____	

Assessment Type: Annual Amended Supplemental

Registered Property Owner: (if different than Appellant)

Name of Registered Property Owner:

Mailing Address: City/Town:

Province: Postal Code: Email:

Municipality #2: Type: City Town Village Rural Municipality Other

Municipality Name:

Mailing Address:

City/Town:

Province:

Postal Code:

Assessor:

Phone:

Email:

Date Assessment Roll opened:

Date Assessment Roll closes:

Assessment Service Provider: (if different from municipal assessor, i.e. if SAMA)

Company Name:

Mailing Address:

City/Town:

Province:

Postal Code:

Primary Contact Person:

Phone:

Email:

Alternate Contact:

Phone:

Email:

Board of Revision (BOR) Name:

BOR Secretary Name:

Email:

Phone Number:

PROPERTY INFORMATION:

Is this the intended Lead Property if Leave to Consolidate is Granted: YES NO

Civic Address:

Legal Description:

Roll Number or Assessment ID:

Assessed Value being appealed:

Basis of Appeal: (check any that apply)

Property Valuation

Property Classification

Exemption

Preparation or content of the Notice of Assessment

Preparation or content of the Assessment Roll

Property Classification: (check one)

Commercial & Industrial

Elevators

Railway Rights of Way & Pipeline

Residential

Multi-unit Residential

Seasonal Residential

Non-arable (Range) Land & Improvements

Other Ag. Land & Improvements

Mixed Use:

Assessment Type:

Annual

Amended

Supplemental

Registered Property Owner: (if different than Appellant)

Name of Registered Property Owner:

Mailing Address:

City/Town:

Province:

Postal Code:

Email:

If additional property(ies) and/or municipality(ies) are part of this application, use the 'Additional Property Addendum Page' then complete as many times as needed and append to this application.

Section 5: Grounds of Appeal

Each ground must describe a specific error made by the assessor. Include the supporting facts in section a) for each ground.

GROUND 1: Provide the Issue (Ground of Appeal) to the Assessment Appeals Committee.

1a: Information to support and clarify the Ground. (Clear, understandable grounds and supporting information are integral to meaningful appeals.)

1b: Proposed solution relating to the Ground or to the entire appeal to further inform the Committee as to the intent of the Ground

GROUND 2: Provide the Issue (Ground of Appeal) to the Assessment Appeals Committee.

2a: Information to support and clarify the Ground. (Clear, understandable grounds and supporting information are integral to meaningful appeals.)

2b: Proposed solution relating to the Ground or to the entire appeal to further inform the Committee as to the intent of the Ground

GROUND 3: Provide the Issue (Ground of Appeal) to the Assessment Appeals Committee.

3a: Information to support and clarify the Ground. (Clear, understandable grounds and supporting information are integral to meaningful appeals.)

3b: Proposed solution relating to the Ground or to the entire appeal to further inform the Committee as to the intent of the Ground

GROUND 4: Provide the Issue (Ground of Appeal) to the Assessment Appeals Committee.

4a: Information to support and clarify the Ground. (Clear, understandable grounds and supporting information are integral to meaningful appeals.)

4b: Proposed solution relating to the Ground or to the entire appeal to further inform the Committee as to the intent of the Ground

GROUND 5: Provide the Issue (Ground of Appeal) to the Assessment Appeals Committee.

5a: Information to support and clarify the Ground. (Clear, understandable grounds and supporting information are integral to meaningful appeals.)

5b: Proposed solution relating to the Ground or to the entire appeal to further inform the Committee as to the intent of the Ground.

GROUND 6: Provide the Issue (Ground of Appeal) to the Assessment Appeals Committee.

6a: Information to support and clarify the Ground. (Clear, understandable grounds and supporting information are integral to meaningful appeals.)

6b: Proposed solution relating to the Ground or to the entire appeal to further inform the Committee as to the intent of the Ground.

Additional Grounds of Appeal: Yes No

If you have additional grounds of appeal, you may attach supplemental pages to this appeal form. For additional grounds, please continue to follow the same format as above. (i.e. number and state the ground, give supporting facts and proposed solution.)

Section 6: Other Information

Use this section to note any other information related to this application.

Section 7: Fee Information

*Application will be considered received on the date that the Application for Leave, the required documents, and the fee have all been received.

**Cheque should be payable to 'Minister of Finance'.

Fee Due: \$1,000

Payment Details (i.e. Cheque #):

Paid By:

Amount of Cheque:

Mailing Address:

Phone Number on Cheque:

City/Town:

Province:

Postal Code:

Payment Method:

Sent via Mail

Sent via Courier

Delivered in-person to Saskatchewan Municipal Board Office:

Notes on payment/delivery: *(such as the date fee was mailed or sent by courier)*

Section 8: Authorization and Submission

Date submitted:

Authorized by:

Signing this form indicates you have the authority to file this application.



Save Form



Print Form



Email to SMB

Remember to attach the required documents and any supplemental pages.

Saskatchewan Municipal Board is located at #480 – 2151 Scarth Street, Regina, Saskatchewan S4P 2H8
Telephone: 306-787-6221 Email: info@smb.gov.sk.ca Fax: 306-787-1610