

COUNTY OF ST. PAUL

5015 49 Avenue, St. Paul, Alberta, T0A 3A4
www.county.stpaul.ab.ca

Our Mission - To create desirable rural experiences



Assessment Information Request Form- MGA Section 299

The purpose of this form is for an assessed person, or their authorized agent, to request under section 299 of the *Municipal Government Act (MGA)*, confidential information about how their property has been assessed in respect to the current tax year. Only one owner (individual or corporation) is allowed per request form.

This form is to be completed in full and submitted along with the fee, as set out by the County's Fee Schedule Bylaw upon receipt of payment and completed document the County of St. Paul No.19 will compile and send the requested information within 15 days.

Please contact the County of St. Paul No.19 for further assistance.

Section A: Assessed Person Information

1. Is the requestor the: ☐ Property Owner or, ☐ Agent (if agent, please complete Section C)
2. Requestor Name: _____
3. Requestor Phone: _____
4. Requestor Address: _____
5. Requestor Email: _____

Section B: Information about the Property

6. Assessment Roll Number: _____
7. Property Address: _____
8. Letter of Authorization Submitted? ☐ Yes ☐ No

Section C: Agent Information

9. Agent Name: _____
10. Company: _____
11. Agent Phone Number: _____
12. Agent Email: _____

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Section D: Preferred Method of Receipt Information

Email ☐ Mail ☐ Pick-up in person ☐

Section E:

By signing the below, I acknowledge that and certify that:

- i. I understand that if I complete Section C of this form, I will only receive information from the Taxation and Assessment Department only after a valid *Letter of Authorization* has been submitted & verified by the County of St. Paul No. 19 Taxation and Assessment Department.
- ii. I understand that for the purposes of MGA section 299, this request for information is valid only for the property identified in Section B of this form and applies only to information used in the preparation of the assessment for the current tax year.
- iii. I understand that for the purposes of MGA section 299, that an assessed person is entitled to see or receive information prescribed by the regulations to show how the assessors prepared the assessment.

Signature of Assessed Person or Authorized Agent:

Date:
