



Owner Name:

Mailing Address:

Property:

Municipality:

Roll Number:

Dear Property Owner:

MPAC's role is to assess and classify all properties in Ontario in accordance with the *Assessment Act* and related regulations.

According to Ontario Regulation 282/98, buildings used exclusively for the purposes of storing private aircraft and the land on which those buildings are located are to be included in the residential/farm property class. However, by default, the building is included in the commercial property class. For the building to qualify for inclusion in the residential/farm class, owners must apply each taxation year.

In order to qualify for the residential/farm property class, the following criteria must be met:

- The entire building must be used exclusively for storing private aircraft on October 31 of the previous year.
- All aircraft stored in the building must be private aircraft, defined as an "aircraft that is owned by one or more individuals and used exclusively for the recreational purposes of the owner(s) and not for any commercial purpose."

If your building meets the above criteria, please complete the form below and return it to MPAC.

MPAC's Obligation to Protect Your Information

The personal information that you provide is collected by MPAC under the authority of section 11 of the *Assessment Act*. Pursuant to MPAC's statutory obligations, your personal information will be used primarily for property valuation and assessment purposes, but will also be used for municipal and school board planning purposes, preparation of the Preliminary List of Electors which is used by municipalities and school boards to create the final Voters' Lists used for election purposes, and population reports. In addition, MPAC may use your information to obtain feedback, conduct surveys and enhance the aforementioned program delivery.

Section 13 of the Act provides penalties for non-compliance and for providing false information. Please note, if the information requested is not provided and you choose to appeal your

assessed value to the Assessment Review Board, the Act provides that the burden of proof will shift from MPAC to you.

MPAC takes privacy very seriously and we are committed to the protection of your personal information under the *Municipal Freedom of Information and Protection of Privacy Act*. MPAC will only access, use and disclose your personal information with your consent or where it is permitted or required by law.

Thank you for your co-operation. If you have questions regarding this collection, please contact:

Toll-free 1 866 296-6722
 TTY 1 877 889-6722
 Monday to Friday – 8 a.m. to 5 p.m.
 1340 Pickering Parkway, Suite 101, Pickering ON L1V 0C4

If you have accessibility needs, please let our representatives know how we can best accommodate you.

If your building meets the criteria stated above, please complete the form below and submit the requested information to:

MPAC Central Processing Facility
 1340 Pickering Parkway, Suite 101, Pickering ON L1V 0C4

Hangar / Building Number	Taxation Year

I, (Print) _____ certify that the enclosed information is correct and complete to the best of my knowledge.

Signature _____ Date _____

Title _____ Phone (____) _____

Company Name _____ Email _____

When MPAC receives the signed form, we will notify you and your municipality about the classification change.