
MAY 2019

OWNER

ADDRESS 1

ADDRESS 2

ADDRESS 3

Roll Number:

Dear Property Owner:

On behalf of the Municipal Property Assessment Corporation (MPAC), I am writing to request specific information about the above-noted property.

MPAC's role is to assess and classify all properties in Ontario in compliance with the *Assessment Act* and regulations set by the Government of Ontario.

Our records indicate that your property has undergone a change to accommodate a senior or a person with a disability and as a result, you may be eligible for a property tax exemption. In order to qualify, your property must meet the following criteria:

- Improvements were made to an existing home, or a new home was built, to provide accommodation or improved facilities for a senior (age 65 or older) or a person with a disability;
- Without the accommodation or improved facility, the senior or person with a disability would have to live in another location where on-site care is provided;
- The senior or person with a disability must live in the home as his/her personal residence;
- The property must be residential and not have more than three residential units; and
- Changes, improvements and/or additions must have been made after May 15, 1984 or the new home must have been built after May 15, 1984.

To assist us in determining that you qualify, we ask that you please complete the information below and return to MPAC in the postage paid envelope provided by **July 31, 2019**.

MPAC's Obligation to Protect Your Information

The personal information that you provide is collected by MPAC under the authority of sections 10, 11, 14, 15, 16 and 16.1 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, preparation of jury lists 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.
PO Box 9808, Toronto ON M1S 5T9

You may also contact our call centre to request a French copy of this letter/Vous pouvez également prendre contact avec notre centre d'appels pour demander un exemplaire en français de cette lettre.

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

To learn more about MPAC or how we assess properties, please visit mpac.ca.

Yours truly,

Evan Brown
Senior Manager, Valuation and Customer Relations

Please complete the information below.

My property meets the criteria stated on Page 1 of this letter: Yes No

If "No" is selected, please indicate the date when the property no longer met the qualification criteria:

Date

Phone Number

Property Owner Name (please print)

Signature
