

Application must be completed in full. All required documentation must be supplied. If sections do not apply, please write "N/A" (Not Applicable). Incomplete applications will not be accepted and/or will be returned to applicant. If more space is required, please attach additional pages.

Freedom of Information and Protection of Privacy Act (FOIPPA) Personal information you provide on this form is collected under the authority of the Community Charter will be used only for purposes related to your application for a permissive tax exemption. Questions about the collection of your personal information may be referred to the Director of Corporate and Financial Services, Kari Bolton at City Hall at 250-992-2111.

## APPLICANT INFORMATION

Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Numbers of years in operation: \_\_\_\_\_

Telephone number: \_\_\_\_\_  Non-profit society  Public Worship  Land for Affordable Housing

## SOCIETY EXECUTIVE

| Title | Name | Telephone Number |
|-------|------|------------------|
|       |      |                  |
|       |      |                  |
|       |      |                  |
|       |      |                  |
|       |      |                  |

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

## ORGANIZATION DESCRIPTION

Purpose of organization: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## PROPERTY INFORMATION

Legal Description and/or Civic Address of property for which exemption is request: \_\_\_\_\_

\_\_\_\_\_

Describe how the land and buildings are used: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Percentage of land/buildings which are included in the uses stated above: \_\_\_\_\_

Retail facilities located within the land/buildings for which exemption requested *(kitchen area, area in which items are sold or made, bar, lounge or restaurant area, daycare, and/or residence)*

\_\_\_\_\_

Number of days the facilities were available to the general public to rent *(banquet room, hall, meeting areas, and/or kitchen)*: \_\_\_\_\_

Number of days used by your group or non-profit groups *(free rental)*: \_\_\_\_\_ Total number of days that structures are used in entire year: \_\_\_\_\_



# Application for Exemption from Taxation

## PROPERTY INFORMATION - continued

Details of any leases or rental agreements for portions of the property: \_\_\_\_\_

Details of any area of structures in which smoking is permitted: \_\_\_\_\_

State how the activities on this property benefit the community and involves the general public (use additional paper if required)

Number of paid employees: \_\_\_\_\_ Number of active volunteers: \_\_\_\_\_

## FINANCIAL INFORMATION

Please attach: Recent financial statements of organization or statement of revenue/expenses and balance sheet for period ending (statement must be signed by two directors. If older than one year, an interim statement may be required)

List all other agencies from whom a grant was received in the year for which the attached statements were prepared:

Grants applied from other agencies this year which were approved or if a reply has not yet been received:

Details of any contracts with the Provincial or Federal governments for the provision of services:

Percentage or operating costs covered by grants from Provincial/Federal governments: \_\_\_\_\_

Annual Operating Budget total: \$ \_\_\_\_\_ for year ending: \_\_\_\_\_

Has your organization received a permissive exemption previously? \_\_\_\_\_

If yes, please describe any significant changes in your organization since your last exemption, i.e., organizational goals, structure or funding.

## SIGNATURE

I hereby certify that I am a member of the Board of the group applying for this property tax exemption and I believe the information contained in this application is true and correct.

\_\_\_\_\_  
SIGNATURE AND TITLE

\_\_\_\_\_  
DATE

Applications must be delivered to the City of Quesnel, 410 Kinchant Street, Quesnel, B.C., V2J 7J5, Attention: Kari Bolton, Director of Corporate and Financial Services, by July 31, along with:

- Full financial statements (non-profit societies)
- Statement of non-religious income (public worship)