

**PLANNING AND BUILDING SERVICES****Town of Newmarket**

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HERITAGE PROPERTY TAX REBATE PROGRAM

For applying for approval under Town of Newmarket Bylaw 2003-141

Please review the Heritage Property Tax Rebate program information brochure and bylaw 2003-141 before submitting an application. Complete all applicable sections of the application form. An incomplete application will be returned to you.

PROPERTY INFORMATION					
Municipal Address:	Street No.:	Street Name:			Unit No.:
Roll Number:					
Taxation Year:					
OWNER INFORMATION					
Registered Land Owner:	Surname:	First name:		Initial:	
Name	(if Company)	Company Officer:			
Application Contact:	Surname:	First name:	Initial:	Position:	
Address:	Street No.:	Street name:			Unit No.:
Municipality:		Province:		Postal Code:	
Telephone:	No. ()	Fax: ()	e-mail:		
APPLICANT'S SIGNATURE					
I, hereby make the above application for the Heritage Property Tax Rebate Program, declaring all the information contained herein is true and correct, and acknowledging the Town of Newmarket will process the application based on the information provided. I also consent to allow the Town to conduct an inspection of the interior and exterior of the property at any reasonable time, if required, to ensure that the property is in compliance with the Heritage Easement Agreement and to assist in the review of the eligibility criteria. Personal information contained on this form is collected under the authority of Town of Newmarket By-law 2003-141 and will be used only for the purpose of the Heritage Property Tax Rebate Program.					
Signature:			Title:		
Printed Name of Signatory:			Date:		
FOR OFFICE USE ONLY					
Date Received:					
Application Information Received:				YES	NO
Application Received By:					
Outstanding Requirements:	Insurance Certificate:				
	Photographs:				
Application Number:			Date:		

REQUIRED INFORMATION TO DETERMINE ELIGIBILITY

Designation Under the Heritage Act

- Is the property Designated?
Part IV (Individual) _____ By-law Number: _____
Part V (District) _____
- Not Designated _____

Heritage Easement Agreement with the Town of Newmarket

- Is there a Heritage Easement on the Subject Property? YES _____ NO _____

If the property is required to be designated or requires a Heritage Easement Agreement, please attach any available historical or architectural information.

NAME OF INSURANCE COMPANY

POLICY NUMBER _____

Submit a copy of the letter or certificate from your insurance company/agent/broker that states that the Owner has a valid insurance policy which insures the building against normal perils that are coverable by all risk property insurance in an amount equal to the replacement cost of a similar scaled new building with an exterior design complementary to the existing structure.

Photographs of Building or Features

Photographs provided YES _____ NO _____

Date of Photographs _____

Please provide a current photograph of each elevation of the building (north, south, east and west). On the back of each photograph, provide the date the photograph was taken.

Condition of Building

To be eligible, the property/building must be in good and habitable condition.

Is the building occupied and habitable? YES _____ NO _____

Is the building in good condition? YES _____ NO _____

Contraventions

Is the property the subject of any Town by-law contraventions, work orders, penalties, fees, arrears of taxes, fines or other outstanding municipal requirements as of the date of application?

YES _____ NO _____

If yes, please identify the issue _____

Other Property Tax Reduction Programs

Is the subject property currently receiving tax reductions or refunds under other municipal programs (i.e. commercial/industrial vacancy refunds or charity rebates)?

YES _____ NO _____

If yes, please specify the program _____

Anticipated Work for the Upcoming Year

Please identify any anticipated restoration and maintenance activities and costs associated with the property for the coming year.

[illegible]