



**Residential Property Tax Exemption Program,
Residential Property Tax Deferral Program and
Deferral of Local Improvement Charges Program
2011-2012**



PO Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

How do you pay your property taxes? Please check one.		
<input type="checkbox"/> Pre-Authorized Payment Plan	<input type="checkbox"/> Mortgage Company	<input type="checkbox"/> Pay Taxes Yourself

What program(s) are you applying for? Check any or all that apply.		
<input type="checkbox"/> Property Tax Exemption (Rebate)	<input type="checkbox"/> Property Tax Deferral Program	<input type="checkbox"/> Deferral of Local Improvement Charges

Address of Property (civic address)

<p>Registered Owner of Property <i>(on your deed)</i> <i>Note: if there is more than one owner, all owners must sign the application</i></p>	<p><i>Note: Applicant/owner cannot be a business or industry.</i></p>
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Assessment Account Number <i>(on your tax bill)</i>	T -
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Name(s) of Applicant(s): *(must be the owner of the property and use it for his or her own principle residence)*

Applicant's Mailing Address: *(if different from property civic address)*

Applicant's Telephone Number: (902) _____

Office Use Only	
Exemption Amount: \$	Processed by:
Deferral Amount: \$	Date:
Deferral of LIC's: \$	Letter Issued:

Applicant's Contact Person: (if there's a family member, Trustee, Executor or Power of Attorney acting on your behalf in relation to this application please state the name, address and telephone number of that person)

Name:

Address:

Telephone Number: (902) _____

You must complete the following section. Please check the correct response.

- | | | |
|--|------------------------------|-----------------------------|
| 1. a) Do you live on the property and is it your principle residence? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| b) Is the property a duplex, triplex or contain a separate apartment unit? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If Yes - (i) do you occupy only a portion of the property? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (ii) is any portion of the property used as a rental property? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

2. How many people live on the property including yourself? (list below)

Name	over 18 years of age	relationship to applicant	student
1. _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

3. Are you and/or anyone who lives on the property self-employed? Yes No

If "yes", you must include **Revenue Canada business tax statement as well as the notice of personal income tax *Notice of Assessment***.

Have you deducted any portion of your property taxes as a business expense? Yes No

If "yes", how much did you deduct? \$ _____

Proof of Income for the 2010 Taxation Year Must Be Included

A. Applicants' Income:	\$
B. Income of Applicant's husband, wife, spouse, common law partner, or domestic partner:	\$
C. Other Resident(s) Income:	\$
D. Income from a Boarder/Renter: (not claimed on Revenue Canada Return)	\$
Combine Gross Household Income* (add lines A, B, C and D):	\$

*Note: Combined Gross Household Income (means all income earned or received by household residents over 18 years of age** in the prior year). Be sure to include a copy of your ***Income Tax Notice of Assessment*** as proof of income.

**Income of students over 18 years of age is not to be included on the condition that you supply a letter or supporting documentation from the school stating that the student's income is being used for payment of tuition.

I/we hereby declare that the above information is a true and accurate statement.

Signature of Applicant(s): _____

Signature of other property owner(s): _____

Date of Application: _____

Additional Information

This information will be collected for program planning purposes only and not released to the general public. Please Note: Completion of this section is voluntary and not required.	
By providing information about yourself in this section you will help Halifax Regional Municipality serve customers who are seniors. Check YES or NO to the following questions.	
1. Are you a senior 65 and over?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Did you receive the Guaranteed Income Supplement prior to January 1, 2011?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. If the answer to 1 and 2 is "yes", please contact The Nova Scotia Seniors Property Tax Rebate Program at 424-5200. Applications returned before August 5 th will have the rebate credited to the final tax bill. Please note if your taxes are paid by your mortgage company or you pay your taxes through pre authorized payment (a scheduled payment to HRM from your bank account), a refund will be issued to you after the tax bill due date of October 31 st .	

Application Check List

Your application must be complete to be processed. Make sure to include the following:

- Proof of household income from Canada Revenue Agency (Notice of Assessment) and business tax statement, if applicable.
- Proof of rental income/expenses not claimed on personal income tax.
- Application signed by the owner(s) who have title to the property.
- Proof of power of attorney, executor, guardian, trustee, or living interest must be included unless you have previously submitted this to HRM.
- Letter from school regarding enrollment. This applies to students over the age of 18 with income.

Help With Completing Your Application Form

Information on how to complete your application form can be found in the Program Newsletter and on the HRM Website at www.halifax.ca (go to QuickLinks for Grants Program). If you need further help completing the application please contact 490-5454 or call an HRM Customer Service Centre.

Other Housing Assistance Programs

There are other assistance programs at the Provincial or Municipal level that you may qualify for.

For example:

Provincial Property Tax Rebate for Seniors Program: This program is for seniors who have been receiving the Guaranteed Income Supplement in January of the application year. Criteria requires you to have paid your property taxes from the prior year in full. A receipt from HRM showing property taxes are paid in full is required by the program. Applicants to this program receive a rebate on half of their taxes paid to a maximum of \$600. Applications are available from **Service Nova Scotia and Municipal Relations by calling 424-4500 or toll free at 1-877-296-9338.**

Provincial Home Repairs Programs: There are approximately 15 different programs available to low income homeowners and seniors which will assist in the repair and maintenance of your home. Including but not limited to roof replacement, upgrades to wiring, windows, doors, ramps, and furnace replacement. For information on these programs call **Nova Scotia Department of Community Services (Housing) 424-5110 or toll free at 1-800-774-5130.**

Provincial CAP Assessment Program: The CAP Assessment Program (CAP) is a provincial program designed to protect Nova Scotia property owners from dramatic increases in market value assessment by limiting or “capping” the amount of the annual assessment increase. For information on this program **call toll free at 1-800-380-7775.**

Municipal Residential Heritage Incentive Program: This program is offered by Halifax Regional Municipality to assist owners of registered heritage properties improve the exterior of their home. A rebate is offered by HRM for up to 50% of the cost of the repairs, up to a maximum of \$5,000. These grants are provided to encourage the use of period correct materials, traditional design, and traditional skills. For information on this **HRM program call 490-4436.**

Municipal Seniors Snow Removal Program: Halifax Regional Municipality is partnering with seniors groups and other volunteer groups in the community to provide a program to assist seniors (65+) and persons with disabilities with snow removal this winter. For information on this program **call the HRM Call Centre at 490-4000.**



FINANCIAL SERVICES
TAX PROGRAM