



Request for assessment information

Comparable property 300 request form

Assessment Services
101-1101 5 St., Nisku, AB T9E 2X3
p: 780-955-6412 f: 780-979-0629
assessment@leduc-county.com

Date _____

The purpose of this form is for an assessed person, or their authorized agent, to request under section 300 of the *Municipal Government Act*, to let the assessed person see or receive a summary of the assessment of any assessed property in the municipality that may not be available on Leduc County's website.

This form must be completed in full and submitted with payment of \$25 per requested roll for residential and farmland properties and \$50 per requested roll for non-residential properties. Upon receipt of the completed form and the appropriate payment, Assessment Services will compile and send the requested information within 15 days. Illegible, inaccurate, or incomplete forms will be rejected. For assistance, please contact us using the information listed above.

Part A: Property assessment information (specify who is requesting this information)

<input type="checkbox"/> Property owner	<input type="checkbox"/> Requestor (not owner)	<input type="checkbox"/> Agent (if agent, please complete Part B)	
Property owner name		Phone	
Contact name (if different from above)			
Assessed property roll number			
Assessed property civic address			

Part B: Agent information (if applicable)

Agency name		Phone	
Agent contact name			

Part C: Additional information requested (multiple rolls to a maximum of five may be requested; fees are applied per roll)

Roll number		Civic address	
Roll number		Civic address	
Roll number		Civic address	
Roll number		Civic address	
Roll number		Civic address	

Part D: Preferred method of receipt

<input type="checkbox"/> Email					
<input type="checkbox"/> Mail	Address		Town/city		Postal code

When completed, please return to the address on top of this form.

By signing below, I acknowledge and certify that, if I complete Part B of this form, I will only receive information from Assessment Services after a 2021 Letter of Authorization has been submitted to Assessment Services. I understand that I am requesting property assessment information pertaining to the property assessment roll number identified in Part C for the 2020 assessment (2021 tax) year only. I understand that a fee of \$25 per roll request for residential and farmland properties and \$50 per roll request for non-residential properties is due and payable upon submission of this form and has been included with this request.

Requestor/Agent printed name and title

Requestor/Agent signature

Date

Your personal information is collected by Leduc County under the authority of section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act. It will be used for the purposes for which it is collected. Questions concerning the collection and use of this information can be directed to Leduc County's FOIP coordinator at FOIP@leduc-county.com.