



## TAX INFORMATION REQUEST FORM

Name of Law Firm: \_\_\_\_\_ Fax #: \_\_\_\_\_

Name of Person requesting information: \_\_\_\_\_

Name of Present Owner: \_\_\_\_\_

Purchasers Name (Where Applicable): \_\_\_\_\_

Purchasers Mailing Address: \_\_\_\_\_

Civic Address#: \_\_\_\_\_

Roll #: \_\_\_\_\_

Date requested: \_\_\_\_\_

Purpose of Tax Information Request: Purchase \_\_\_\_\_ Sale \_\_\_\_\_  
Finance/Mortgage \_\_\_\_\_ Other \_\_\_\_\_

Is this property to be subdivided? Yes \_\_\_\_\_ No \_\_\_\_\_

**Method of Payment: CHEQUE *\*\*COPY OF CHEQUE MUST BE FAXED PRIOR TO RELEASE OF INFORMATION.***

**Please initial to acknowledge that payment is forthcoming \_\_\_\_\_**

### **RATE INFORMATION**

Property Assessed Value:

Property Tax/year: \_\_\_\_\_ Water Tax/year: \_\_\_\_\_

Business Tax/year: \_\_\_\_\_ Other: \_\_\_\_\_

### **OUTSTANDING TAXES to December 31, 2023**

**O/S INFORMATION ONLY VALID FOR 30 DAYS – RESUBMISSIONS AFTER THAT TIME WILL REQUIRE AN ADDITIONAL \$125.00.**

Property Tax: \_\_\_\_\_ Water & Sewer Tax: \_\_\_\_\_

Business Tax: \_\_\_\_\_ Other Fees: \_\_\_\_\_

**► Interest will be charged at the rate of 1.25% at month's end ◀**

Information given by: \_\_\_\_\_ Date: \_\_\_\_\_

**INFORMATION EXPIRES ON:** \_\_\_\_\_

**WHEN REQUESTING A TAX CERTIFICATE IN THE EVENT OF A SALE, PLEASE INCLUDE A COPY OF THE DEED, SURVEY, PURCHASERS NAME AND MAILING ADDRESS.**

NOTE: FEE REQUIRED FOR:

**TAX INFORMATION (\$50.00)**  
**TAX CERTIFICATE (\$75.00)**