

**THE CITIES ACT**  
**FORM C**  
**NOTICE OF APPEAL TO THE BOARD OF REVISION**  
DEADLINE FOR APPEAL IS May 7<sup>th</sup>, 2018

To the assessor of: **CITY of MARTENSVILLE**, Saskatchewan:

Section 1:

I request the: \_\_\_\_\_ Simplified appeal process \_\_\_\_\_ Regular Appeal process (\*See reverse)

I appeal against the:

- |  |   |
|--|---|
| _____ Property valuation                                 | _____ Property classification                       |
| _____ Exemption  | _____ Preparation or content of the assessment roll |
| _____ Preparation or content of the Notice of Assessment |   |

Of the following Property address: \_\_\_\_\_ Account Number: \_\_\_\_\_

Assessed Parcel: *(Plan, Block, Lot)*

\_\_\_\_\_

I make this appeal on the following grounds (nature or alleged error) *(Attach extra sheets if necessary)*

\_\_\_\_\_  
 \_\_\_\_\_

In support of these grounds, I hereby state the following material facts to be true and accurate : *( Attach extra sheets if necessary.)*

\_\_\_\_\_  
 \_\_\_\_\_

I request that the following change(s) be made to the assessment roll (if known) *(Attach extra sheets if necessary.)*

\_\_\_\_\_  
 \_\_\_\_\_

I have discussed my appeal with \_\_\_\_\_ *(Assessors name)* of the City of Martensville on this date \_\_\_\_\_

*(month/day/year)* and the following is a summary of that discussion:

\_\_\_\_\_  
 \_\_\_\_\_

Appellant's Name	Agent's Name:(if applicable)
Mailing Address:	Mailing Address:
City/Town	City/Town
Phone #	Phone #
E-mail address:	E-mail address:

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If the Appellant is not the owner, what interest does the Appellant have in the property? (e.g. *tenant, property manager*)

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018

Current Fair value under Appeal: \_\_\_\_\_

\_\_\_\_\_  
(Appellant's/Agents Name Signature)

\_\_\_\_\_  
(Enclosed Appeal Fee)

\*What is the difference between the regular and simplified appeal process?

For regular appeals, any written material and photographs you provide in support of your appeal must be submitted to BOTH the Secretary of the Board of Revision and the City assessor at least 20 days before the date of the hearing.

If you qualify for a simplified appeal process and request it on the Notice of Appeal, you can provide any written material and photographs in support of your appeal to the Board of Revision and City Assessor at your hearing. However, to avoid delays at your hearing, you are encouraged to provide your material to BOTH the Secretary of the Board of Revision and the City Assessor at least 20 days before the date of your hearing. You are eligible for the simplified appeal process if your appeal is for:

- a single family residential property or residential condominium; or
- any property that has a current fair value assessment of \$250,000 or less.

The written material you provide for either process should identify why you feel there is an error in your assessment.

**Note:** **An appeal fee has been established by bylaw and must accompany this notice. An appeal against your assessment value does not exempt you from paying taxes on time or from late payment penalties. If an appeal is successful an adjustment will be made to your account, and the appeal fee will be refunded.**

**Appeal Fees:**

Single Family Dwelling	\$100
Commercial Assessed Value:	
499,999 or less	\$200
500,000 to 1,000,000	\$500
Greater than 1,000,000	\$750



NOTICE OF PREPARATION OF ASSESSMENT ROLL  
CITY OF MARTENSVILLE

Notice is hereby given that the assessment roll for the City of Martensville for the year 2018 has been prepared and is open to inspection in the office of the assessor from 9 a.m. to 5 p.m. on the following days: **Monday to Friday, April 2- May 7, 2018**

A bylaw pursuant to section 184 of *The Cities Act* has been passed and the assessment notices have been sent as required.

Any person who wishes to appeal against his or her assessment or classification to the Board of Revision is required to file his or her notice of appeal with: The Assessor, City of Martensville, Box 970, Martensville, Saskatchewan S0K 2T0, by the **7th of May 2018**

Dated this 29th day of March 2018.

City of Martensville  
Assessor