



TAX ROLL _____

ANNUAL Application for Small Business Property Sub-Class

For properties classed for assessment purposes as 'Non-Residential', the Town of Nanton Bylaw 1400/24 includes a provision whereby registered owners on title may apply to the Town for the Non-Residential property assessment sub-class 'Small Business Property'. This results in the 'Small Business Property' tax rate being applied in the calculation of the annual property tax levy. This provision is dependent on the property being assessed as Non-Residential, being owned or leased by a business that holds a valid business license and which employs no more than ten (10) full time employees. The application process consists of a Statutory Declaration; further supporting documentation may be requested.

To be eligible for the Small Business Property Sub-class, all registered owners on Title must submit their own completed declaration by January 31, ANNUALLY.

STATUTORY DECLARATION

I, _____
First Name Middle Name Last Name

of _____
Mailing Address City/Town Prov/State Postal Code/Zip

_____ Daytime Phone Number _____ Email Address

do solemnly declare that as of January 1st, 2025
Month / Day / Year

the property identified as _____
Civic Address Lot Block Plan

- is currently assessed as a Non-Residential property;
- is owned or leased by a business that held a valid Town of Nanton business license attached to the property at December 31 of the preceding tax year;
- is owned or leased by a business that had no more than ten (10) full-time employees across Canada at December 31 of the preceding tax year.

I am a registered owner on title of the above-noted property. I make this solemn declaration conscientiously and knowing that it is of the same force and effect as if made under oath. I acknowledge that I am aware the minimum fine for making a false declaration as per Town of Nanton Bylaw 1400/24, is \$5,000.

Terms and Conditions:

I acknowledge that I understand and agree that:

- the application of the 'Small Business Property' assessment sub-class is valid for the tax year (Jan. 1 – Dec. 31) above.
- declarations will not be accepted by the Town of Nanton beyond the annual due date of January 31.
- property taxes will not be pro-rated for the taxation year when this application is received after January 31.
- new Business License approvals (or applications received by the Town of Nanton for same) related to this property between January 1st and 31st of the current tax year have no impact upon inclusion Small Business Property Subclass for the current tax year, but may impact inclusion in a subsequent tax year.
- that a Peace Officer or Bylaw Enforcement Officer has permission to conduct an onsite inspection at the subject properties to satisfy the Town that a licensed business is or is not in operation pursuant to the definitions of the Small Business Properties Subclass.
- if, at any time during this period, the Town of Nanton is notified or becomes aware by any means that this statutory declaration has been contravened or if false or misleading information was provided on a statutory declaration made by persons registered on title, the application of the 'Small Business Property' assessment sub-class to this property will be revoked and a penalty of \$5,000 will be applied.

<i>Signature of Property Owner/Declarant</i>	<i>Commissioner of Oaths - Signature</i>
Declared before me at	<i>Commissioner of Oaths – Printed Name</i>
This	<i>Commissioner number & expiry date or include Commissioner stamp below</i>
<i>City/Town</i> <i>Prov/State</i>	
<i>Month / Day / Year</i>	

Return your signed and witnessed declaration by:

In Person:	Mail:	E-mail:
Town of Nanton 1907 - 21 Avenue, Nanton, AB, T0L 1R0 Commissioner for Oaths on site	Town of Nanton PO Box 609 Nanton, AB, T0L 1R0	billing@nanton.ca Subject Line: "Small Business Property (Tax Roll#)"

Declarations must be received by the Town of Nanton no later than January 31

FOIP Notification: The personal information you provide on this form is being collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act. This information will be used for the purposes of administering billing and notifications for the Town of Nanton. If you have any questions about the collection or use of this information please contact the FOIP Coordinator (403) 646-2029, Town of Nanton, PO Box 609, Nanton, T0L 1R0.

