

SCHEDULE A – BYLAW 20386

Item	Service or Information	Description	Service Charge/Fee (per account unless otherwise specified)	
			Staff-Assisted	On-Line
TAX CERTIFICATES/TAX SEARCHES				
1	Property Tax Certificate	A document certifying the amount of taxes imposed for a specific property for the current year, including the amount of current taxes owing and the total amount of tax arrears.	\$45.50	\$34.50
2	Property Tax Search	Uncertified information for a specific property, including: property address (if applicable), legal description, current assessment, current exemption (%), current land use/tax class, year built, current tax levy, and current balance information.	\$22.50	\$18.00
3	New Property Tax Certificate	A document certifying the amount of taxes imposed for a specific property for the current year, including the amount of current taxes owing and the total amount of tax arrears. It is issued when the property is not available on the city's Tax Search and Certificate website because the property was not subject to assessment in the current year and was established after the condition date through subdivision, consolidation or condominium plan. Where the property being requested was not yet subject to assessment, the information provided will relate to the property prior to subdivision, consolidation of condominiumization. Where taxes have been allocated to the new property that information will also be provided.	\$45.50 (plus \$18.50 for each additional account, up to a maximum of \$600.00)	N/A
4	Exempt Property Tax Certificate	A Property Tax certificate (as defined above) that also includes the assessed value and tax class for any property that is partially or fully exempt from either municipal or education tax (or both) at the time of the request.	\$45.50 (plus \$18.50 for each additional account, up to a maximum of \$600.00)	N/A
5	Property Tax Search - Information for Condominium Plan	Uncertified information for all properties in a specific condominium plan, including unit number, property tax levy and current account balance.	\$18.50 per account per year of information, to a maximum of \$600.00	N/A

6	Property Tax Search - Associated Parking/Accessory Unit	Uncertified information for a parking or accessory unit located for a specific condominium unit, including legal description, current assessment, current exemption (%), current land use/tax class, year built, current tax levy, and current balance information. Alternatively, the property tax search will indicate if no parking or accessory unit is located for a specific condominium unit with the same ownership.	\$22.50 per search	\$18.00
PROPERTY TAX INFORMATION				
7	Payment Acknowledgement	A document confirming the amount and date of a payment processed to a specific tax account after the payment has been applied. Charged to non-owners.	\$18.50 per account	N/A
8	Other Property Assessment/Tax Information*	Uncertified information for a specific property, including current and/or historical copies of tax notices; historical property account information including assessment amounts and/or transaction details, exemption status and exemption %. Excluding information available under sections 299 and 300 of the <i>Municipal Government Act</i> .	\$18.50 per account per year of information	N/A
9	Local Improvement Search	A letter confirming if local improvement charges or special taxes are currently assessed for a specific property, including details of the annual charges and current payout information.	\$30.00	N/A
LENDING INSTITUTION FEES				
10	Lending Institution Services	Services provided to lending institutions, including processing tax payments received during the annual Tax Payment Period (the period of time between the tax notice mail date and the due date), maintaining mortgage interest information on the accounts according to established procedures and timelines, and issuing annual electronic tax billing listings. In addition, tax account balances will be provided upon request for those accounts where the mortgage interest has been recorded on or before July 15 of the current year.	\$25.00	N/A
11	Electronic Funds Transfer (EFT) Fee	A charge for lending institutions to use the EFT method of payment outside of the annual Tax Payment Period.	\$50.00	N/A

PROPERTY ASSESSMENT INFORMATION				
12	Property Assessment Report	Current assessment information report for a specific property or pro-forma report for a specific non-residential or income-producing property available to an assessed person.	\$30.00	N/A
13	Property Assessment Information provided under Section 299 or 300 of the MGA	A charge for documents/information required to be provided under s.299 or s.300 of the <i>Municipal Government Act</i> and regulations.	\$65.00 per hour s.300 requests - min. charge of 1 hour s.299 request - min. charge of 1.5 hours plus photocopying charges of \$0.30 per page	N/A
COLLECTION COSTS				
14	Tax Recovery Notification Filing Fee (Caveat Charge)	A charge applied to a property account at the time a Tax Recovery Notification is registered against the Certificate of Title for that property.	\$100.00	N/A
15	Collection Costs	A charge to recover any costs incurred by the City to undertake any other collection proceedings.	Pro-rata/cost recovery per account	N/A
OTHER				
16	Dishonoured Payment Fee	A service charge for a cheque or automatic bank withdrawal not honoured by a financial institution.	Single Account - \$37.00 Multiple Accounts - \$18.50 per account	N/A
17	Customized Reports/Maps	Customized reports or maps including assessment and/or tax information for a group of properties, limited to details outlined in Item 2 of Schedule "A" to this bylaw (excluding confidential and personal information). This includes electronic reports of all or a portion of the assessment roll for a	\$100.00 per hour (min 1 hour) plus \$5.00 per account	N/A

Attachment 1

		specific land use code/neighbourhood, or a group of land use codes/neighbourhoods (excluding personal and confidential information).		
<p><i>* Up to the two most current calendar years of information, including the current calendar year, may be provided free of charge to the current assessed person (property or business owner). For greater clarity, only information from January 1, 2022 to the current date would be provided free of charge.</i></p> <p><i>Note: Owners may access MyProperty.edmonton.ca to view the Property Assessment report; current year tax notice, tax account balance and transaction details for their property, free of charge.</i></p>				