

Municipality of Jasper

Assessment Information Request

Access to Assessment Record or Summary of Assessment



Sections 299 and 300 of the Municipal Government Act provide that an assessed person or authorized agent can request information on how the assessor prepared the assessment of that person’s property, or a summary of the assessment of any assessed property in the municipality.

Section A: Assessed Person Information			
Name of Person or Corporation			
Contact Name (if different)			
Assessment Roll #			
Property Civic Address			
Mailing Address			
Phone Number		Email or Fax	

Section B: Authorized Agent/Representative Information			
			<i>*Attach current Agent Auth. Form</i>
Authorized Corporation Name			
Representative Name			
Phone Number		Email or Fax	

Section C: Information Requested – Assessed Person’s Property		<i>MGA Section 299</i>
Assessment Roll Number	Property Address or Legal Description	

Section D: Information Requested – Comparable Assessed Properties		<i>MGA Section 300</i>
Assessment Roll Number	Property Address or Legal Description	<i>within Mun. of Jasper only</i>

Section E: Preferred Delivery Method			
Email <input type="checkbox"/>	Fax <input type="checkbox"/>	Mail (paper copy) <input type="checkbox"/>	Pick-up (paper copy) <input type="checkbox"/>

By signing, I acknowledge and certify that:

- i. I understand I am requesting property information pertaining to the property assessment roll number(s) identified in Section A and C for the current assessment year only.
- ii. I understand that if I am requesting more than three comparable properties, any additional property will be subject to a fee of \$30 per property.
- iii. I understand that the timelines for providing this information will commence either:
 - a. Upon receipt of payment by the Municipality of Jasper, if payment is required for providing information (more than three comparable properties requested); or
 - b. Upon receipt of this form, if no payment is required (three or less comparable properties requested).
- iv. I understand that upon receiving the fully completed forms including payment (if applicable), the Municipality of Jasper must provide the information for the first five properties in compliance with the regulations within fifteen days.

Signature of Assessed Person or Authorized Agent:

Printed name:

Date:

Please return this completed form to the Municipality of Jasper administration office at 303 Pyramid Lake Road, Jasper, AB during business hours or by email to nmalenchak@town.jasper.ab.ca.

Natasha Malenchak, Director of Finance and Administration
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780-852-6511, nmalenchak@town.jasper.ab.ca