



TOWN OF THE PAS BOARD OF REVISION

APPLICATION PROCESS

WITH RESPECT TO SUPPLEMENTARY TAX NOTICES

The Board of Revision of The Town of The Pas will sit in the Council Chambers of the Municipal Building, 81 Edwards Avenue, on **Monday, December 2, 2019 at 6:00 p.m.** to hear appeals relating to supplementary tax notices for additions and reductions. The Assessment Rolls are open for public inspection Monday to Friday, 8:30 a.m. to 4:30 p.m. at The Town of The Pas Municipal Building, 81 Edwards Avenue, The Pas, MB.

Any person who received a supplementary tax notice and who believes that his or her property assessment ought to be revised may apply in accordance with Section 328 of The Municipal Act, as noted hereunder;

Section 328(1) Application to Board of Revision

“A taxpayer named in a supplementary tax notice may apply to the Board of Revision for a revision with respect to any of the following matters which caused the imposition of supplementary taxes: a) the liability to taxation of property or business; b) the assessment of property or business; c) the classification of property”.

Section 328(2) Requirements of Application

“An application must:

- a) be made in writing;
- b) be filed within **30 days after the day of mailing of the supplementary tax notice**; Notice to be filed by delivering it or causing it to be delivered to the Office of Mrs. Jenn Early, Assistant Chief Administrative Officer and Secretary of the Board of Revision, Municipal Building, 81 Edwards Avenue, Box 870, The Pas, MB R9A 1K8.
- c) set out the roll number and legal description of the property or business for which a revision is sought; and
- d) state the grounds on which the application is based.”

The final date on which applications must be received by Jenn Early, Assistant Chief Administrative Officer and Secretary of The Town of The Pas Board of Revision, is November 18, 2019.

Dated this 16th day of September 2019