

REQUEST FOR TAX INFORMATION

TOWN OF CLARESHOLM  
111 55TH AVE W

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PO BOX 1000  
CLARESHOLM, AB

THE TOWN OF CLARESHOLM WILL REVIEW THIS REQUEST AND RESPOND WITHIN 7 BUSINESS DAYS.  
IF ADDITIONAL INFORMATION IS REQUIRED FOR PROCESSING THIS MAY EXTEND RESPONSE TIME.

REQUESTED BY:

OFFICE: \_\_\_\_\_  
NAME: \_\_\_\_\_  
PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_  
EMAIL: \_\_\_\_\_ FILE#: \_\_\_\_\_

PROPERTY DESCRIPTION:

CIVIC ADDRESS: \_\_\_\_\_  
LEGAL ADDRESS: \_\_\_\_\_

TAX INFORMATION:

TAX ROLL #: \_\_\_\_\_  
PROPERTY TAXES FOR: 20\_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_ PAID NOT PAID  
PENALTIES ON UNPAID TAXES (IF ANY): \_\_\_\_\_  
OTHER CHARGES APPLIED TO TAXES: \_\_\_\_\_  
TOTAL AMOUNT OWING ON TAXES: \_\_\_\_\_

CURRENT YEAR TAXES ARE DUE JUNE 30TH. OR THE LAST BUSINESS DAY IN JUNE OF EACH YEAR. ALL OUTSTANDING TAXES ARE DUE BY DECEMBER 30TH. OR THE LAST BUSINESS DAY PRECEDING DECEMBER 31ST. PENALTIES OF 14% WILL BE APPLIED ON ANY APPLICABLE UNPAID AMOUNTS FOLLOWINF THESE DATES.

ON TIPPS: YES NO AMOUNT PAID TOWARDS CURRENT YEAR TAXES:\$ \_\_\_\_\_  
TIPP PAYMENTS ARE WITHDRAWN ON THE 3RD DAY OF EACH MONTH. IN ORDER TO TERMINATE AUTOMATIC WITHDRAWLS FOR TIPPS, A SIGNED TERMINATION OF TIPPS FORM OR LETTER OF REQUEST TO CANCEL THE TIPPS AGREEMENT MUST BE RECEIVED BY THE TOWN OFFICE.

UTILITY INFORMATION:

UTILITIES OUTSTANDING AS OF: \_\_\_\_\_ AMOUNT:\$ \_\_\_\_\_ PAID TO: \_\_\_\_\_  
(TODAYS DATE) (DATE)

UTILITIES OWING TO: \_\_\_\_\_ AMOUNT:\$ \_\_\_\_\_  
(SALE DATE/FINAL BILL)

ON UPPS: YES NO PAID TO: \_\_\_\_\_ NEXT WITHDRAWAL: \_\_\_\_\_  
(DATE)

IF PROPERTY IS BEING SOLD:

DATE OF SALE: \_\_\_\_\_  
PURCHASER: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_

SOLICITOR FOR: PURCHASER: \_\_\_\_\_ VENDOR: \_\_\_\_\_

**TAX CERTIFICATE \$20: YES NO OR TAX INFORMATION ONLY \$15: YES NO**

DATE: \_\_\_\_\_ COMPLETED BY: \_\_\_\_\_

THE TOWN OF CLARESHOLM CONSIDERS THIS INFORMATION AS YOUR INVOICE.