



Property Assessment Information Request Form Comparable Property

Lacombe County

Lacombe County RR 3 Lacombe, AB T4L 2N3 Phone: 403-782-6601 Fax: 402-782-3820

The purpose of this form is for an assessed person, or their authorized agent, to request under **section 300** of the Municipal Government Act, "to let the assessed person see or receive a summary of assessment of any assessed property in the municipality".

To be considered a valid request, this form must be completed in full and submitted with the appropriate fee as outlined in the Lacombe's Fees and Services By-law No. 1371/22:

Residential (3 or fewer dwellings) - \$25/roll number
Residential (4 or more dwellings) - \$75/roll number

Farmland - \$25/roll number
Non-Residential (inc M&E) - \$250/roll number

Illegible, inaccurate, or incomplete requests will be rejected. Agent submissions without a valid Agent Authorization Form or Letter of Authority will also be rejected. If you require assistance please contact us at assessment@lacombecounty.com

Upon receipt of the completed form and the appropriate payment, the Lacombe County Assessment Department will compile and return the requested information within the regulated time frame.

A. Name and Contact Information

(Please Print and Indicate your selection Clearly)

Legal Description or Roll Number of the Assessed Property
Is an agent acting on behalf of the Assessed Person?

Yes No

(if applicable, please complete and submit the Agent Authorization Form)

Assessed Person

Agent

Name: _____

Address: _____

Phone No.: _____

Fax No.: _____

Email: _____

B. Property Identification

(Please Print Clearly)

Please identify the property you are requesting summary information about:

Roll Number: _____

Legal Description: Plan: _____ Blk: _____ Lot: _____ Qtr: _____ Sec: _____ Twp: _____ Rge: _____ M: _____

You may request summary information on up to 5 properties (fees apply to each roll number requested), please attached a list of the remaining roll numbers if necessary.

C. Acknowledgement and Certification

By signing below, I acknowledge and certify that:

- I understand if I circled "Yes" to indicate I am using an agent in Part A, I will only receive information from the Assessment Department after a valid/current Letter of Authorization has been submitted. Further, I understand I may be asked to validate the authorizing officers position if the property owner is a corporation.
- I understand I am requesting property assessment information pertaining to only the roll number/property indicated in Part B for the current year of assessment only.
- I understand a fee as described above must be received with the submission of this form and I certify it has been included with this request.
- I understand it is a misuse of the information if it is used to: a) obtain names, addresses or telephone numbers for solicitation purposes; b) harass an individual; c) for any other uses or purposes not specified by regulation. Neither Lacombe County or its staff will be held responsible for the results of such misuse of the information.

Signature

Date