



ASSESSMENT DEPARTMENT

Phone: 403.350.2166

Fax: 403.346.9840

**Request for Assessment Information
Comparable Property 300 Request Form**

Important Information:

- 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 the assessment of any assessed property in the municipality”* that may not be available on the Red Deer County Assessment website at www.rdcountry.ca
- This form must be completed in full and submitted with payment of \$50.00 per requested roll. Upon receipt of the completed form and the appropriate payment, the Red Deer County Assessment Department will compile and send the requested information within 15 days. Illegible, inaccurate, or incomplete forms will be rejected. Please contact the Red Deer County Assessment Department at 403.350.2166 if you require assistance.

Part A Name, contact and property information of requestor (please print)

1. Name of the Assessed Person on the Assessment Notice:

Name: _____
 Contact Name: _____
 Address: _____
 Contact Phone: _____
 Property Roll #: _____

2. Is the Requestor the: Property Owner or Agent (if agent, please complete Part B)

Part B Agent Information (if applicable, please complete and submit Agent Authorization form)

Agent Name: _____
 Agent Contact Name: _____
 Agent Contact Phone: _____

Part C Preferred Method of Receipt (please select a method and provide required information)

Email _____
 Mail (address if different from Part A) _____

Part D Information Requested (multiple rolls to a maximum of 5 may be requested below, fees are applied per roll requested)

Roll # and/or civic address of requested comparable property:

Roll Number	Civic Address

Part E Acknowledgement and Certification

By Signing below, I acknowledge and certify that:

- I understand that, if I complete Part B of this form, I will only receive information from the Assessment Department after a 2017 Letter of Authorization has been submitted to the Assessment Department.
- I understand that, I am requesting property assessment information pertaining to the property assessment roll number indentified in Part D for the 2016 assessment (2017 tax) year only.
- I understand that a fee of \$50.00 per roll request is due and payable upon submission of this form and has been included with this request.

Signature of Assessed Person/Agent _____

Printed Name of Signatory Person and Title _____

Date _____