



**CORPORATE SERVICES**  
38106 Range Road 275  
Red Deer County, AB T4S 2L9  
Phone: 403.350.2150  
Fax: 403.346.9840

## REQUEST FOR TAX CERTIFICATE

**Property Owner Full Name:**

\_\_\_\_\_

**Legal Description of Property:**

**Lot:** \_\_\_\_\_ **Block:** \_\_\_\_\_ **Plan:** \_\_\_\_\_

*OR*

**Quarter:** \_\_\_\_\_ **Sec:** \_\_\_\_\_ **Twp:** \_\_\_\_\_ **Rge:** \_\_\_\_\_ **Mer:** \_\_\_\_\_

**Requested by:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Fax Number:** \_\_\_\_\_

**Notes:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Please note: \*Tax certificates cannot be processed until payment is received\****

*Please note that the personal information requested in this form is protected under the Freedom of Information and Protection of Privacy Act (FOIP). Collection of the personal information is authorized under FOIP, Section 33(c) and is required to facilitate requests received by the County for a tax certificate. If you have any questions regarding FOIP, please phone 403.350.2150 and ask for the FOIP Coordinator.*

## HELPFUL TAX CERTIFICATE INFORMATION

To ensure we have the correct property and owner information, please include the following information:

- Owner's full name
- Legal Description
- **Roll number** (If possible)
- Civic Address (If possible)

### Cost:

- Tax certificates are **\$25.00** and payment is required before the request can be processed.
- Verbal information can be obtained by lawyers &/or the owner over the telephone at no charge.
- We do not accept credit cards.

*\*Please note that photo copies of cheques are not necessary, as certificates cannot be issued until payment is received.*

### Example:

**Current Owner:** John M. Smith and Sarah L. Smith

**Legal:** Plan 0321456, Lot 1, Block 1 OR SE - 2 - 35 - 54 - 5

The more information provided by your office will help us complete your request in a timely manner.

Thank you.

Red Deer County