

# RESIDENTIAL PROPERTY TAX ASSISTANCE PROGRAM 2020/2021 APPLICATION FORM



**Address:** PO Box 3000, 76 Morison Drive, Windsor, NS B0N 2T0  
**Phone:** 902-798-8391 / [westhants.ca](http://westhants.ca)

The Residential Property Tax Assistance Program provides support to households in the West Hants Regional Municipality needing help with property taxes. For the 2020 tax year, qualified applicants will receive this assistance in the form of a rebate. Applicants must re-apply every year.

**PLEASE NOTE: APPLICATIONS MUST BE RECEIVED BY SEPTEMBER 1, 2020**

**If you have any questions or need help filling out your application form, please contact our office at (902) 798-8391.**

**TO QUALIFY:**

- Household income must be \$25,000 or less in the immediately preceding calendar year. Proof of income must be provided for all members of the household by submitting a Notice of Assessment for each person.
- Where a property is assessed to more than one person, only the portion of the assistance equal to each individual's share will be received. If the different interests are not separated, the portion will be determined by the Treasurer, whose determination is final.
- No assistance will exceed 50% of the current year's taxes and is capped by residential community amounts found in Table A.
- All previous taxes on the property must be paid in full at the time of the application.
- Tax assistance will only be granted to residents where the property is their primary residence and occupied year-round.

**Table A**

| Community  | Capped Rate by Community |
|------------|--------------------------|
| West Hants | \$112.00                 |
| Hantsport  | \$156.00                 |
| Windsor    | \$200.00                 |

**TO APPLY:**

- Complete the application form (on reverse).
- Attach a copy of the 2019 CRA Notice of Assessment for each adult residing in the home (see example below):

**SAMPLE NOTICE OF ASSESSMENT FROM CANADA REVENUE AGENCY (CRA)**

| <b>NAME</b>           |                                  | <u>Notice details</u>               |             |
|-----------------------|----------------------------------|-------------------------------------|-------------|
| <b>ADDRESS</b>        |                                  | Social Insurance Number xxx xxx xxx |             |
| <b>Tax assessment</b> |                                  | Tax Year                            | <b>2019</b> |
| <b>Summary</b>        |                                  |                                     |             |
| Line                  | Description                      | \$ Final Amount                     | CR/DR       |
| 15000                 | Total income                     | \$xx.xx                             |             |
| 23600                 | Net Income                       | \$xx.xx                             |             |
|                       | Deductions from net income       | \$xx.xx                             |             |
| 35000                 | Total federal non-refundable tax | \$xx.xx                             |             |
| <b>26000</b>          | <b>Taxable income</b>            | <b>\$xx.xx</b>                      |             |

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|   |                               |
|---|-------------------------------|
| <b>Tax Account #</b>  | <b>Assessment Reference #</b> |
| <b>Property Owners Name(s)</b>  |                               |
| <b>Civic Address</b>  |                               |
| <b>Mailing Address</b>  |                               |
| <b>City/Town, Province</b>  | <b>Postal Code</b>            |
| <b>Telephone # (home)</b>   | <b>Telephone # (work)</b>     |
| <b>Email</b>  |                               |
| <b># of Adults Residing in the Home</b>   |                               |
| <b>I/We, residents of West Hants, the owners and occupants of the above property, certify that the information on this application is true and that the household income from all sources during 2019 was below the limits set out in this application (based on the household size).</b> |                               |
| <b>Signature of Applicant</b>   | <b>Date</b>                   |
| <b>Signature of Co-Applicant</b>  | <b>Date</b>                   |

Please ensure that you have attached:

- ✓ Proof of Income  
(Copy of 2019 CRA Notice of Assessment – for each adult living in the home)

**PLEASE NOTE:** Submit your application form as early as possible, additional documents can be provided once they are received from Canada Revenue Agency

|                             |                           |                      |
|-----------------------------|---------------------------|----------------------|
| <b>FOR OFFICE USE ONLY:</b> | Date Received: _____      | Date Applied: _____  |
| District: _____             | Total Gross Income: _____ | Assessment: _____    |
| Rate Code: _____            | WHRM RPTA Amount: _____   | Authorization: _____ |
| Email: Y / N                |                           |                      |

All information provided by the applicant will be confirmed by West Hants Regional Municipality's own sources. All information provided is kept strictly confidential and will only be used to evaluate the circumstances of the application.