

Permissive Property Tax Exemption Application Form

Deadline: May 31

See sections [220](#) and [224](#) of the Community Charter.

This form must be completed in full to be considered for Permissive Tax Exemption for the next taxation year. Please read carefully the Permissive Property Tax Exemption Policy to ensure your application meets the minimum requirements for tax exemption for your organization. Applications that do not demonstrate a benefit to the community may not be considered.

Name of Agency/Organization/Group: *

TEST

Part A: Applicant Information

Number of Years in Operation *

TEST

Mailing Address: *

TEST

Contact Person & Title: *

TEST

Phone Number: *

TEST

Email: *

TEST@TEST.ca

Registered Charity or Society in good standing? *

☒ Yes

☐ No

Registered Charity or BC Society Number: *

TEST

Part B: Organization Information

Describe your organizations objectives. When describing your organization's objectives, include an overview of your mission and goals. It is important that these points demonstrate how your organization benefits the community.: *

TEST

When describing the services provided by your organization, provide an overview of your services, their impact on the community, level of public involvement, accessibility & inclusivity, collaboration & partnership, and your organizations future plans.: *

TEST

How many members does your organization have? *

TEST


What percentage are Sechelt Residents? *

TEST

How many volunteers does your organization have? *

TEST

Please attach a separate page listing your Board of Directors (include only public contact information) *

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Part C: Property Information

Complete for each property for which exemption is requested.

For reference, Community Charter Section [224\(2\)](#).

Please supply the relevant clause designation from Section 224(2), referenced above. Demonstrate how your organization qualifies for exemption by identifying which section of the community charter aligns with your service.: *

TEST

1. Civic address of property: *

TEST

2. Roll Number: *

TEST

3. Registered Owner: *

TEST

4. Is any portion of the property leased? *

☒ Yes

☐ No

If yes, provide details:

TEST


5. State the use of all land and each building on the property. Include reference to land use, building use, multiple uses, public access, special features and future plans.: *

TEST


6. Does the use described in #5 apply to the entire parcel as described in item #1? *

☐ Yes ☒ No

If no, please attached a scale drawing clearly showing the areas of use.

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Providing a map with details will benefit your application to successfully obtaining permissive tax exemption.

File Name	
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Note: The drawing is needed to determine the proportion of the land and improvements tht to be exempt and taxable pursuant to Section 224 of the Community Charter. Assistance is availble from the District of Sechelt.

7. Are any retail facilities (such as food, liquor, equipment sales or rental) located on the property? *

☒ Yes ☐ No

If yes, please provide an explanation as part of item #5.

TEST

8. Is the facility open to the public (Recreation facilities ONLY)

☒ Yes ☐ No

9. Is membership (if required) to any member of the community? (Recreational facilities ONLY)

☒ Yes ☐ No

10. Are all the buildings on the lands in use and continue to be set aside for public worship or for a Church Hall? (Churches ONLY)

☐ Yes ☒ No

If no, please briefly explain below.

TEST

Note: Under the Community Charter, only the building set apart for public worship and the land on which the building stands are included in the Statutory Tax Exemptions. All other areas that are not used for pulic worship and the surrounding lands may only be considered under a Permissive Tax Exemption.


Part D: Budget Information

Current budget means the budget for the year you are applying for exemption. Prior, and current year will not be accepted.

Financial statements are defined as a Statement of Financial Position (balance sheet), Statement of Activities (Income Statement). Statements must be the prior year of the date of application or later. Earlier statements will not be accepted.

Optional; Statement of Cash Flows, Statement of Functional Expenses, and notes to the Financial Statements.

Please attach your budget for the year you are applying for exemption, and most recent financial statements. These documents should show how much revenue is received from user fees, fundraising activities, other government funding, and membership fees.: *

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Please provide any additional budget information here:

TEST

Part E: Statement of Impact

Please provide a statement of the likely impact if a tax exemption is not granted. In your response please include the financial impact, community impact, operational impact, and strategic impact. *

TEST

Part F: Declaration

I am an authorized signing officer of the organization and I certify that the information given in this application is correct. *

A handwritten signature consisting of a horizontal line with a vertical line extending downwards from its center.


Date of signature: *

3/19/2025




Part G: Document Submission


List of board of directors (if not uploaded yet)

File Name	
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Current budget (if not uploaded yet)

File Name	
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Financial statements (signed by two directors)

File Name	
	<div>Test doc..pdf</div> <div>16.4 KB</div>

Scale drawing (if applicable)

File Name	
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Completed submissions and associated documentation must be submitted by May 31.

For assistance please contact the Tax Department at 604-885-1986 or propertytax@sechelt.ca

Thank you.