

Tax Relief for Non-Profit Organizations Program

Renewal Form: Confirmation form 2025/26 annual reporting

Forms must be submitted on or before January 31, 2025. If the confirmation form is not received (or post- marked) by January 31, there will be a 50 per cent reduction in level of tax relief (up to a maximum of \$5,000).

Note: This form is only to be used by those organizations and properties accepted into the Tax Relief for Non-Profit Organizations Program before and including 2024. This form is confirmation of ownership, property use and registration as a non-profit or charity. Please complete all required information as listed in this form.

Instructions: This form must be filled out to ensure automatic re-enrollment in the program. Only one form needs to be completed. For multiple properties please attach a separate list of the Assessment Account Numbers. Do not include any other documents. The form must include the name of one board member with signing authority. Forms can be dropped off to a municipal Customer Service Centre, emailed to nonprofittax@halifax.ca or can be mailed to: Tax Relief for Non-Profit Organizations Program HRM Finance and Asset Management PO Box 1749 Halifax, NS B3J 3A5

A fillable copy of this form is available on the program's web page at halifax.ca/NPTaxRelief

1. Name of non-profit/charity: _____

2. Assessment Account Number (AAN) for properties (for multiple properties, attach a complete list of AANs): _____

3. The registration of the organization has not been revoked, suspended or defaulted and is up to date: Yes No

If no, please contact to Registry of Joint Stocks, Charities Not for Profit Canada or Industry Canada to have status updated.

4. The organization remains the owner of property/properties for the fiscal year (April 1- March 31) that tax relief is requested: Yes No

If no, advise on changes: _____

5. There has been a change in the use of the property/properties for which the organization originally applied for tax relief: Yes No

If yes, describe the change: _____

6. The organization has declared any occupancy of the property by someone other than the applicant to the municipality (i.e. lease a portion of your property to private entity):

Yes No

*If yes contact staff for further direction at nonprofittax@halifax.ca.

7. Change in tenancy, the organization has a signed lease agreement for the fiscal year (April 1- March 31) that tax relief is requested: Yes No Not applicable

8. Authorized board member's signature:

Signature: _____ Date: _____

