

Provincial Education Requisition Adjustment and Hardship Refund Policy

This policy establishes a guideline for revising education property tax requisitions and processing hardship refunds. This policy may be revised from time to time.

Each requisition adjustment or hardship refund request will be evaluated on its own merits, based on the following guidelines.

Education Requisition Adjustments

Education requisitions are revised to reflect adjusted equalized assessments, for assessment revisions declared by a municipality's designated assessor, the designated linear assessor, or as adjusted by the Minister of Municipal Affairs.

The province may waive an education requisition increase from a prior year depending on the reason.

The province will only request payment or provide a credit for prior year requisition changes which cumulatively amount to more than \$25.00.

Each municipality is responsible for providing timely and accurate assessment information so as to ensure the accuracy of its equalized assessment and education requisitions, as prepared by the province.

Hardship Refund

Municipalities that experience a loss in non-residential taxable assessment due to significant changes in use or physical condition of taxpayers' properties, including closure of a plant and demolition or destruction of a property, may request a hardship refund under this policy. Municipalities need to demonstrate a hardship for remaining taxpayers to be eligible for the refund.

Refunds will only be recommended if the physical loss in the taxable assessment, from one year to the next, exceeds two per cent of the non-residential assessment classification. **The hardship refund will be calculated only on the amount of assessment loss that exceeds two per cent.**