

June 30, 2017

Dear Municipal Assessor:

**Re: 2017 Request for Information to Designated Industrial property owners**

The *Municipal Government Act* has been amended to create a new group of properties called Designated Industrial properties (DI properties). The assessment of DI properties will transfer from the municipal assessor's responsibility to the new office of the provincial assessor (PA) on January 1, 2018. In this year of transition, the preparation of 2017 DI property assessments for the 2018 tax year is the responsibility of the municipality.

To assist with the transition a standardized "Request for Information (RFI)" was drafted for use by municipal assessors this year (2017). Use of the standardized RFI will start the coordination of the assessment process across the province. The standardized RFI was developed in consultation with a transitional committee of assessor and taxpayer representatives called the Technical Advisory Committee (TAC). Members of TAC discussed and made operational recommendations on timing, content and the expected response from their stakeholder groups. The information the TAC members provided was valuable and many of the recommendations put forward by the committee are incorporated.

The legislative changes affecting the assessment process and definitions will be effective on January 1, 2018 and, therefore, this 2017 RFI should be used only in preparation for the 2018 tax year.

We request that municipal assessors send the attached 2017 Request for Information to the owners of property that will fall within the definition of "Designated Industrial properties". We hope that industrial property owners receiving this RFI will respond as best they can and work with you to ensure the most fair and accurate property assessment possible.

If you have any questions regarding this request please contact David Imrie, Director, Linear Property Assessment at 780 427 1688 or [David.Imrie@gov.ab.ca](mailto:David.Imrie@gov.ab.ca).

Regards,

*Signed by Steve White*

Steve White  
Provincial Assessor