

**IMPORTANT INFORMATION**

Please do **NOT** complete this form if a sale is pending or the property has recently been sold. Taxes are adjusted by the lawyers at the time of transfer. We recommend you contact your solicitor regarding your property tax overpayment.

If a tax certificate has been issued for the property, this request will not be processed for a period of 8 weeks. If there is a change of ownership relating to the property prior to this request being processed, this form will be considered invalid.

**I HEREBY REQUEST A REFUND OF THE OVERPAYMENT OF TAXES ON THE FOLLOWING:**

Account(s): \_\_\_\_\_

Property Address: \_\_\_\_\_  
&/or

Legal Description: \_\_\_\_\_

Owner(s) \_\_\_\_\_

(please print) \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_  
(if owner is a corporation) Please Print

Refund requests can take up to four weeks to process. To avoid additional delays in processing, please include a completed "*Change of Mailing Address Request*" form, if required.

Owner/Authorized Signature

Owner/Authorized Signature

\_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

**Complete and return the signed form by mail, e-mail (see below) or fax to 780-496-1967**

Personal information on this form is collected in accordance with City of Edmonton Bylaw 12914, as amended, and is protected by the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection and use of this information, please contact the 311 (780-442-5311 outside Edmonton)

**Office Use Only:**

Land Title.....

Address .....

MPP Next installment .....

Tax Certificate .....

Amount .....

MPP email .....

Owner .....

Payment Verification .....

TF/Duplicate request .....

**QUESTIONS? Visit [edmonton.ca/taxes](http://edmonton.ca/taxes) • email [taxes@edmonton.ca](mailto:taxes@edmonton.ca) • call 311 (780-442-5311)**

Assessment and Taxation Customer Services, Main Floor Chancery Hall, 3 Sir Winston Churchill Square NW, Edmonton AB T5J 2C3