

PERMISSIVE TAX EXEMPTION

GENERAL INFORMATION

The Town of Ladysmith recognizes the significant value of volunteers, volunteer groups and agencies to the spiritual, educational, social, cultural, and physical well-being of the community. A permissive tax exemption is a means for Council to support organizations within the community that further Council's objective to enhance the quality of life while delivering services economically to the citizens of Ladysmith.

The Permissive Tax Exemption Policy is intended to provide clarity, consistency and certainty to the municipality, the public and prospective applicants.

In accordance with the *Community Charter*, the Council of the Town of Ladysmith may approve a tax exemption on properties that are owned or held by organizations that are not for profit. The exemptions must be approved by BYLAW, and the bylaw for the applicable taxation year must be approved by October 31st of the previous year.

Please complete the following application and submit it to the Town on or before July 31, 2026.

Note that exemptions are granted on an annual basis and approval in one year does not imply or suggest that approval in any year subsequent will occur.

Applications could be returned by:

- Drop-off at City Hall, 410 Esplanade Monday – Friday 8:30 AM – 4:00 PM
- Email finance@ladysmith.ca, Financial Services Coordinator,
- Mail to Town of Ladysmith, PO Box 220, Ladysmith, BC, V9G 1A2

For further information, please contact City Hall at 250.245.6414 ext. 6206.

APPLICATION FOR PERMISSIVE TAX EXEMPTION

Details of Organization			
Name of Organization:			
Mailing Address:			
Application Contact:			
Phone:		Email:	
President/Chairperson:			
Mailing Address:			
Phone:		Email:	
Folio Number:		Society Incorporation #:	
Overview of your organization's programs and services in the community:			
Principal use of property:			
Please provide a copy of the following:			Attached
Most recent Registered Charity Information Return or Non-Profit Organization Return submitted to CCRA			
Most current Audited Financial Statements or Financial Statements prepared by an Accountant			
Financial Budget (pro-forma Balance Sheet and Income Statement) for the current year			
Scale Drawing of Property, that includes buildings, parking lots, landscaping, playgrounds, fields, etc.			



On behalf of, _____ I/we hereby declare that all the information presented and provided with this application is true and correct. Should a permissive tax exemption be Granted on the above listed property, I am agreeable to the following terms:

1. If the property is sold prior to the exemption expiration, the organization will remit to the Town an amount equal to the taxes that would have otherwise been payable to the Town by a non-exempt owner.
2. The property use will be in compliance with the applicable municipal policies and bylaws.
3. The organization will publicly acknowledge the permissive tax exemption granted by the Town.

DATED THIS _____ DAY OF _____, 2026.

Authorized Signature: _____

The personal information on this form is collected under the general authority of the **Community Charter** and **Freedom of Information & Protection of Privacy Act (FOIPPA)** and is protected in accordance with **FOIPPA**. Personal information will only be used by authorized staff to fulfill the purpose for which it was originally collected or for a use consistent with that purpose. If you have any questions about the use and collection of this information, contact the Corporate Officer at 250.245.6417 or foi@ladysmith.ca.