



PLEASE PRINT

FIN-1012

Department of Financial Management

BUSINESS OPERATOR'S INFORMATION
(COMPLETE ALL FILLABLE AREAS)

BUSINESS INFORMATION

SECTION 1

Civic Address _____

Corporate Name _____ Trade Name _____

Mailing Address _____

City _____ Postal Code _____

Contact Person _____

Telephone (home) _____ (work) _____ (cell) _____

Email _____

LOCATION DETAILS

SECTION 2

Initial Occupancy Date (yyyy-mm-dd) _____

Area Type Office Retail Warehouse Other _____

Location of Area Basement 1st Floor 2nd Floor 3rd Floor ____ Floor
 Other _____

Square Footage _____

Rental Rate _____ per square foot _____ per month _____ Other (Explain _____)

LEGISLATION (Assessment Act 2006)

SECTION 4

Section 23 (1) (a)(b) of the Assessment Act 2006 states:

23. (1) A person who (a) alters, erects, constructs, extends, enlarges or makes an addition to real property; or (b) starts or resumes a business

shall, within 30 days from the day on which the person completed altering, erecting, constructing, extending, enlarging or making an addition to real property or started or resumed a business, give written notice to the clerk setting out the address of that real property or business.

Return by mail:
Assessment Division
P.O. Box 908
St. John's NL A1C 5M2

Return by fax:
(709) 576-8603

Return by email:
assessment@stjohns.ca

For more information:
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Call - (709) 576-8233