ST. JOHN'S	FCS – Leasable Area Questionnaire	Finance and Corporate Services

Leasable Area Questionnaire

Property Details — SECTION 1

Owner's Name c.

Property Address

City _____ Postal Code _____

☐ Contact Person Same as Above or Contact Person _____

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

Email _____

☐ Mailing Address Same as Above or

Street Address _____

City _____ Postal Code _____

Total Leasable Area — SECTION 2

The total 'leasable area' of a commercial property can be expressed as:

a) The exterior area of all floors of a building, or;

b) The total of all rentable areas in a building:

i. Combined total of all rented spaces and any vacant spaces if multi-tenanted. or;

ii. Single rentable area if there is only one occupier of the entire building.
In a mixed-use building (residential and commercial), only the area of the commercial space is required to be submitted and is the only area a claim can be made for.

Total Leasable Area _____ square feet or _____ square metres

Declaration — SECTION 3

☐ Submission of this form is an acknowledgement that the information contained in this questionnaire is true to the best of my knowledge.

Privacy Notice — SECTION 4

Collection of personal information via this form is authorized under the Access to Information and Protection of Privacy Act, 2015 and is needed for the purpose of processing the above application. Questions about the collection and use of the information may be directed to Manager of Assessment Division, (709) 576-8929.

Please send completed form to:	Assessment Division P.O. Box 908 St. John's, NL A1C 5M2	For further information: Phone: 709-576-8929 Fax: 709-576-8603 Email: assessment@stjohns.ca