

	PERS – Civic Improvement Assessment Appeal Form	Planning, Engineering & Regulatory Services
	Civic Improvement Assessment Appeal Form	
Property Location		SECTION 1
Civic Address _____		
Parcel ID/Roll # _____ Date (yyyy-mm-dd) _____		
Contact Information		SECTION 2
Applicant Name _____ Email _____		
Mailing Address _____ Postal Code _____		
Telephone (Home) _____ (Work) _____ (Cell) _____		
Reason for Appeal (Please attach additional pages as necessary)		SECTION 3
<p>Please include a copy of your Civic Assessment Bill when submitting the appeal form.</p> <p>The deadline to file an appeal is 60 days from the date the Civic Assessment Bill is issued.</p> <p>Note: Include any concerns regarding the amount or how the assessment was applied. Disagreeing with the policy is not a valid appeal reason. For any questions pertaining to the Civic Assessment Bill, please contact the Engineering Department by email engineering@stjohns.ca or phone (709) 576-3286.</p>		

Applicant Declaration	SECTION 4
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Appeal Filing Fee: Residential \$60
Commercial \$200

The appeal will not be registered unless the appeal fee is paid. The appeal fee is refunded only when the appeal is successful.

Signature _____ Date (yyyy-mm-dd) _____

Privacy Notice	SECTION 5
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Collection of Personal information via this form is authorized under the Access to Information and Protection of Privacy Act, 2015 and is needed to process your application. Questions about the collection and use of the information may be directed to the Manager of Construction Engineering, by email: engineering@stjohns.ca or by phone: (709) 576-3286.

Please return completed form to:	Access St. John's 10 New Gower Street P.O. Box 908 St. John's NL A1C 5M2	Email: access@stjohns.ca Fax: 709-576-7688 Call: 311 or 709-754-2489
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