



Property Assessment Information Request Form Comparable Property

Town of Bentley

4918 - 50 Avenue Bentley, AB T0C 0J0 Phone: 403-748-4044

The purpose of this form is for an assessed person, or their authorized agent, to request under **section 300** of the Municipal Government Act, "information to show how the assessor prepared the assessment of that person's property".

To be considered a valid request, this form must be completed in full and submitted with the appropriate fee as outlined in the Lacombe County's "2025 Rates and Fees Bylaw" No. 1432-25

Residential (3 or fewer dwellings) - \$25/roll number

Farmland - \$25/roll number

Residential (4 or more dwellings)-\$75/roll number

Non-Residential (inc M&E)- \$250/roll number

Illegible, inaccurate, or incomplete requests will be rejected. Agent submissions without a Valid Agent Authorization Form or Letter of Authority will also be rejected. If you require assistance, please contact info@townofbentley.ca

Upon receipt of the completed form and the appropriate payment, the Town of Bentley will compile and return the requested information within a reasonable time frame.

A. Name and Contact Information (Please Print and Indicate your selection clearly)

Is an agent acting on behalf of the Assessed Person? Yes No

(if applicable, please complete and submit the Agent Authorization Form)

	Assessed Person	Agent
Name:	_____	_____
Address:	_____	_____
Phone No:	_____	_____
Fax No:	_____	_____
Email:	_____	_____

B. Property Identification (Please Print Clearly)

Please identify the property you are requesting information about:

Roll Number: _____

Legal Description: _____ Plan: _____ Block: _____ Lot: _____

Qtr: _____ Sec: _____ Twp: _____ Rge: _____ M: _____

You may request summary information on up to 5 properties (fees apply to each roll number requested), please attach a list of the remaining roll numbers if necessary

D. Acknowledgement and Certification

By signing below, I acknowledge and certify that:

I understand if I circled "Yes" to indicate I am using an agent in Part A, I will only receive information from the Assessment Department after a valid/current letter of Authorization has been submitted. Further, I understand I may be asked to validate the authorizing officer's position if the property owner is a corporation.

I understand I am requesting property assessment information pertaining to only the roll number/property included in Part B for the current year of assessment only.

I understand a fee as described above must be received with the submission of this form and I certify it has been included with this request

I understand it is a misuse of information if it is used to: a) obtain names, addresses or telephone numbers for solicitation purposes; b) harass an individual; c) for any other uses or purposes not specified by regulation. The Town of Bentley and its staff will not be held responsible for the results of such misuse of the information.

Signature

Date