



PERMISSIVE PROPERTY TAX EXEMPTION APPLICATION – 2026  
DEADLINE TO APPLY: JULY 18, 2025

1. APPLICANT INFORMATION
Name of Organization
Mailing Address
Contact Person and Position
Telephone Number
E-mail Address

Is the organization registered under the Society Act?    Yes    No

Is the organization a registered charity?    Yes    No

CRA Registered Charity Number: \_\_\_\_\_ RR001

Permissive property tax exemption for:

- Area of land surrounding a church or church hall
- Charitable, philanthropic, or non-profit community organization
- Municipality, regional district or other local authority

2. PROPERTY INFORMATION	
Folio Number	
PID Number	
Civic Address	
Legal Description	
Registered Owner	
Total square footage of property	
Total square footage of parking lot <u>and</u> land surrounding building	
Is at least 50% of the parking lot and land used 4 out of 7 days a week on average?	Yes    No
If yes, what events / groups use the parking lot?	

3. ALIGNMENT WITH CITY'S STRATEGIC GOALS (20 points)

Provide the organization's mission statement

Provide a clear description of the organization's mandate

How does the organization provide services that enhance the community's wellbeing that primarily benefits residents within the City of Campbell River?

Does the organization provide services outside the City of Campbell River? If so, please describe.

Is the organization closely in alignment with at least one or more of Council's Strategic Priorities? Select all that apply.

See Strategic Plan here: [strategic-plan.pdf](#)

<input type="checkbox"/>	Organizational Capacity	<input type="checkbox"/>	Community Growth
<input type="checkbox"/>	Health and Safe Community	<input type="checkbox"/>	Housing
<input type="checkbox"/>	Collaboration	<input type="checkbox"/>	

For each selected Council priority, include one sentence explaining how your organization aligns with it:

4. COMMUNITY IMPACT (30 points)	
How many participants / residents does the organization serve?	
Specify any benefitting groups / special needs populations (ie. Youths, seniors, special needs groups)	
Number of volunteers	
Number of volunteer hours	
Does the organization provide services that are accessible to anyone, regardless of age, ability, orientation, ethnic / cultural background, or socio-economic status? If no, please explain.	

5. SUSTAINABILITY & NON – DEPENDENCY (10 points)	
Provide information on how the permissive tax exemption amount is put back into the community through charitable means or reduced fees paid by the general population of the City of Campbell River.	
Are there fees charged for participation with your organization? If yes, please describe.	
Provide a description of any third-party use of the subject land / improvements including user group names, fees charged, and conditions of use.	
Does the organization measure the effect of receiving the permissive tax exemption?      Yes      No	
If yes, please describe:	
<ul style="list-style-type: none"> <li>• How each dollar saved through the permissive tax exemption contributes to local economic activity (ie. Does every dollar saved generate more than one dollar in economic impact?).</li> <li>• How it may help leverage additional funding or resources from other sources.</li> </ul>	

Organizations must have obtained or provide evidence to be seeking funding from other sources other than the City of Campbell River. Please provide the sources and amounts below.		
Organization / Event / Funding Source	Amount Requested	Amount Received

6. COMPETITION (15 points)
Does the organization’s activity compete with any other duly licensed business in the City of Campbell River? If yes, provide details of the activity.

7. ATTACHMENTS (25 points)
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The following attachments must be included for the application to be complete:

- Last TWO years of financial statements
- Copy of state title certificate or lease agreement
  - If the property is leased – a separate letter of understanding signed by the landlord and tenant providing written confirmation that the applicant will receive the tax exemption benefit.

8. AUTHORIZATION
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I hereby certify that I have read the attached City of Campbell River Finance Policy, Section 2.6.1; that this application complies with the Policy requirements; and that the information contained in this application is complete and correct:

Name	
Title / Position	
Date	
Signature	

**Please send a copy of your application and appropriate attachments to [pte@campbellriver.ca](mailto:pte@campbellriver.ca) by FRIDAY, JULY 18, 2025.**

The City of Campbell River is collecting this personal information pursuant to s. 26 of the *Freedom of Information and Protection of Privacy Act*, for the following purpose:

26(c) - the information relates directly to and is necessary for a program or activity of the public body. If you have any questions about this collection of personal information, please contact the City’s Privacy Head at foippa@campbellriver.ca or 250-286-5700.

**The contents of this application are considered public information and may be released to a third party upon request.**