

---

**Subject: Update of the property assesment roll**

**Your property :**

**Registration number:**

---

Madam, Sir,

The update of the property assesment files is part of the mandate granted by « Vaudreuil-Dorion » to Évimbec Itée. We ask for your cooperation in getting the information we need, in accordance with the provision of section 36.1 of the Act respecting the municipal taxation.

To this end, please fill out the form (see reverse) to inform us of additions, improvements and renovations to your building over the past nine years.

We would like to receive these documents no later than 30 days after receipt of this notice, by regular mail (pre-paid envelope) or by email at the following direction :

Évimbec Itée  
Attn Gilles Fortin  
6095, Boulevard Métropolitain Est, Bureau 201  
Saint-Léonard, Québec, H1P 1X7  
Telephone : (514) 955-5556 ext 10911  
Email : gilles.fortin@evimbec.ca

Do not hesitate to contact our staff, who will be happy to answer your questions.

We thank you for your cooperation and kindly ask to receive, Madam, Sir, our greetings.



Évimbec Itée evaluation inspector (Gilles Fortin)

#### **Extract from the Act respecting the municipal taxation**

##### **Article 16.**

Every owner or occupant who refuses access to any property to the assessor or his representative acting by virtue of section 15, or hinders him, without legitimate reason, is guilty of an offence and is liable to a fine of not less than \$100 and not more than \$ 50 000.

1979, c. 72, a. 16; 1990, c. 4, a. 424; 1991, c. 32, a. 11

##### **Article 18.**

Every owner or occupant of a property or his mandatary must produce or make available to the assessor or his representative, any information respecting the property that he requires for the performance of his duties, according as he requests him to produce it by means of a questionnaire or otherwise, or to make it available.

Every owner of a parcel of land or his mandatary must, in the same manner, where there is property on the parcel of land that must be entered on the roll in the name of its owner under Chapter V, produce or make available to the assessor or his representative any information respecting the owner of the property that he requires for the performance of his duties.

If the owner or occupant or his mandatary refuses, without valid reason, to produce or make available the information mentioned in the first and second paragraphs in compliance with the request of the assessor or his representative, or produces or makes available false information, he is guilty of an offence and liable to the fine prescribed in section 16.

1979, c. 72, a. 18; 1983, c. 57, a. 109; 1990, c. 4, a. 425; 1991, c. 32, a. 13; 1998, c. 31, a. 97.

##### **Article 36.1.**

The assessor shall, at least every nine years, verify the accuracy of the data in his possession concerning each unit of assessment.

1988, c. 76, s. 20.

Property direction : \_\_\_\_\_  
 Registration number : \_\_\_\_\_  
 Building year : \_\_\_\_\_

Identifier : \_\_\_\_\_

**Form requirements**

**Check every part that your property has.**

For the original parts, please check no

For the renovated, replaced or added parts, please indicate the year (based on your best knowledge)

\* Since the last 9 years, have you :

**1. Extension, transformation or demolition work** Investment amount \_\_\_\_\_ \$ **Yes No Year**

- 1.1 Changed your property's living area space  Yes  No \_\_\_\_\_ Year
- 1.2 Changed the number of apartments  Yes  No \_\_\_\_\_ Year
- 1.3 Added or removed an outside building (garage, shed, carport or other)  Yes  No \_\_\_\_\_ Year

**2. OUTDOOR enhancements to the building** Investment amount \_\_\_\_\_ \$ **Yes No Year**

- 2.1 Roofing material  Yes  No \_\_\_\_\_ Year
  - Metal  Asphalt shingle  Other \_\_\_\_\_
- 2.2 Outdoor walls sidings, percentage \_\_\_\_\_ %  Yes  No \_\_\_\_\_ Year
  - Metal  wood  vinyl  fiber material  brick or stone  Other \_\_\_\_\_
- 2.3 Doors and windows
  - Quantity of doors changed over the total of doors : \_\_\_\_\_ of \_\_\_\_\_  Yes  No \_\_\_\_\_ Year
  - Quantity of windows changed over the total of windows, (excluding basement windows) : \_\_\_\_\_ of \_\_\_\_\_  Yes  No \_\_\_\_\_ Year

**3. INDOOR enhancements (excluding basement, see section 4)** Investment amount \_\_\_\_\_ \$ **Yes No Year**

- 3.1 Kitchen cabinets : total length \_\_\_\_\_ ft. or m.  Yes  No \_\_\_\_\_ Year
  - hard wood  melamine  thermoplastic  Other \_\_\_\_\_
- 3.2 Bathrooms: Total number of bathrooms \_\_\_\_\_  Yes  No \_\_\_\_\_ Year
  - bathtub  shower  sink  hot tub  Other \_\_\_\_\_
  - Number of changed or added household appliances : \_\_\_\_\_
- 3.3 Floor covering  Yes  No \_\_\_\_\_ Year
  - kitchen  living room  bedrooms  dining room  bathrooms
  - vinyl  hardwood  floating  ceramic  Other \_\_\_\_\_

**4. Enhancement to the building's BASEMENT** Investment amount \_\_\_\_\_ \$ **Yes No Year**

- Existing parts  4. Adding new parts
- 4.1 Estimated renovated area \_\_\_\_\_ square feet or square meters  Yes  No \_\_\_\_\_ Year
  - kitchen  living room  bedrooms  office  family room  bathrooms  Other \_\_\_\_\_
- 4.2 One or more bathrooms  Yes  No \_\_\_\_\_ Year
  - toilet  sink  shower  bathtub  whirlpool bathtub
  - Number of changed or added household appliances : \_\_\_\_\_
- 4.3 Interior finishing (ceiling, walls, floors)  Yes  No \_\_\_\_\_ Year
  - kitchen  living room  bedrooms  office  family room  bathrooms  Other \_\_\_\_\_

**5. Improvements to the outdoor add-ons** Investment amount \_\_\_\_\_ \$ **Yes No Year**

- Parking  Retaining wall  Outdoors hot tub (imbedded) \_\_\_\_\_ Year
- in-ground pool  Above ground pool  Half in-ground pool \_\_\_\_\_ Year

**6. Comments**

- Work soon to be made  Construction flaw  Particular problem
- \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**7. Declaration and Attestation**

I declare that the information provided in this document are correct and reflects the actual state of my building. I also understand that an evaluator of the Évimbec Itée, or it's representative could proceed to a visit of my property, in accordance to the municipal fiscal law, article 15 and following

PLEASE DON'T FORGET TO SIGN THE FORM

Signature : \_\_\_\_\_ Year: \_\_\_\_\_ Month: \_\_\_\_\_ Day: \_\_\_\_\_

Name in capital letters : \_\_\_\_\_

**Please indicate the way to reach you**

Phone numbers : House : ( \_\_\_\_\_ ) Office ( \_\_\_\_\_ ) Cellphone ( \_\_\_\_\_ )

Email : \_\_\_\_\_