

File No.: 04-1000-20-2021-615

December 15, 2021

s.22(1)

Dear s.22(1)

Re: **Request for Information**

I am responding to your request of November 30, 2021 under the ***Freedom of Information and Protection of Privacy Act, (the Act)***, for:

1. **All records, including policies, guidelines, memoranda, bulletins, and correspondence, relating to the definition, and application of the definition, of “principal residence” in s.1.2 of the Vacancy Tax Bylaw (No. 11674) and;**
2. **All records related to the requirement for an individual to show that they updated their Driver’s License address in order to prove that a property qualifies as their principal residence.**

Date range: January 1, 2016 to November 30, 2021

This information is publicly available, you’ll find it on the City of Vancouver's website here:
<https://vancouver.ca/files/cov/2020-231-release.pdf>

Please note, the manual is currently in draft form. A final manual will be issued at a later time.

Yours truly,

[Signature on file]

Barbara J. Van Fraassen, BA
Director, Access to Information & Privacy

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If you have any questions, please email us at foi@vancouver.ca and we will respond to you as soon as possible. Or you can call the FOI Case Manager at 604.871.6584.

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