

Vacancy Tax (Empty Homes Tax)

Consent for a Registered Owner and the City of Vancouver to Collect and Use Third-Party Occupant Information

I,

Occupant's Name (PRINT)

Authorize

Registered Owner's Name (PRINT)

to collect my personal information for the purpose of disclosing it to the City to verify his/her property status declaration under the Vacancy Tax (Empty Homes Tax) program. The Registered Owner shall not use this information for any purposes not authorized by this form and shall return or destroy any remaining copies of the information once they have been provided to the City. The Registered Owner may collect and disclose the following forms of information to the City:

The time period (mm/dd/yyyy – mm/dd/yyyy) for which the property at _____
was used as your principal residence: _____

Provide responses to the following questions:

- Do you own any other residential property or properties both within and outside of the City of Vancouver?
Confirm by entering "Yes" or "No" _____
- If you entered "Yes" for Question 1, please provide the full address(es) of any applicable property. Otherwise, indicate "N/A" _____
- Are you legally permitted to spend more than six months per year in Canada?
Confirm by entering "Yes" or "No" _____
- Were Canada Revenue Agency tax documents mailed to this property in the applicable vacancy reference period?
Confirm by entering "Yes" or "No". If "No", please explain why _____

I am providing the following information as evidence of occupancy (check all boxes that apply):

A copy of one of the following documents belonging to the permitted occupant:

- BC driver's licence. *Note: an ICBC Residential Address History is required if licence is modified by a sticker or issued recently. This can be obtained free from the ICBC website at <https://onlinebusiness.icbc.com/cli>*
- BC Identification Card (BCID Card)
- British Columbia Services Card

Copies of three (3) types of the following supporting documents belonging to the permitted occupant:

- Correspondence from a government authority regarding the receipt of benefits such as a pension, unemployment benefits, housing benefits, etc.
- First page of Canada Revenue Agency (CRA) Notice of Assessment (SIN can be redacted if preferred).
- All ICBC vehicle insurance and registration policies.
- Official Medical Services Plan (MSP) monthly invoice.
- Monthly utility bills issued during the applicable vacancy reference period (i.e. official BC Hydro or Fortis invoices).
- Additional document(s) (please specify): _____

E-mail address (PRINT)

Phone number

Occupant's Name (PRINT)

Occupant's Signature

Date of Consent

Note to the Registered Owner: Please provide this signed form to the City along with documents provided by the occupant. Documents can be uploaded via the online compliance portal: vancouver.ca/eht-compliance

Notice of Purposes and Authority: The Registered Owner of the property is collecting your personal information to verify occupancy at this address. The information is only to be collected by the Registered Owner for disclosure to the City. With your consent, your information is collected and disclosed by the Registered Owner under the authority of section 6(2)(a) of the Personal Information Protection Act (if applicable). **The Registered Owner must ensure the secure destruction of copies of the Permitted Occupant's personal information once it is provided to the City of Vancouver.** The City will collect, use, and retain the information to verify the property status declaration under the Vacancy Tax Program. Your information is collected and used by the City under the authority of sections 26(c), 27(1)(a)(i), 32(a), and 32(b) of the Freedom of Information and Protection of Privacy Act. You are able to revoke your consent at any time by submitting written notification to the Vacancy Tax Office, PO Box 7747, Vancouver BC, V6B 8R1. If you have any questions about this collection, use, and disclosure of personal information or the consent form please contact 3-1-1.