



Form B – Occupant in Care

(Occupant providing documents directly to the City)

Vacancy Tax (Empty Homes Tax)

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

OCCUPANT'S NAME	
REGISTERED OWNER'S NAME	
CIVIC ADDRESS OF PROPERTY	
DATES OCCUPANT RESIDED IN HOSPITAL, LONG TERM OR SUPPORTIVE CARE FACILITY (mm/dd/yyyy – mm/dd/yyyy):	

I, the occupant named above, authorize the City of Vancouver to collect, use and retain my personal information listed below for the purpose of verifying the property status declaration for the civic address under the Vacancy Tax (Empty Homes Tax) program. I am providing the following information as evidence of occupancy (check all boxes that apply):

A. Confirmation of medical care received or residence in a hospital, long term or supportive care facility:

- ☐ A letter (on official letterhead) from a medical professional or hospital, long term or supportive care facility verifying that medical care was received or residence in a hospital, long term or supportive care facility was required. The letter should provide the following:
- ☐ Name and address of the medical professional or the hospital, long term or supportive care facility;
 - ☐ Name of person receiving care; and
 - ☐ Dates for which medical care was received or residence in a hospital, long term or supportive care facility was required.

B. Evidence that the occupant resided at the civic address prior to receiving care (select at least one):

- ☐ Valid BC Driver's Licence, Services Card or Identity Card
- ☐ ICBC Residential Address History Report (Obtained online at <https://onlinebusiness.icbc.com/cliio>)
- ☐ First page of Canada Revenue Agency (CRA) Notice of Assessment
- ☐ Correspondence from a government authority (Note: City of Vancouver documents are not accepted)
- ☐ Utility bills (i.e Fortis BC, BC Hydro)
- ☐ Other document(s) (please specify): _____

OCCUPANT'S SIGNATURE	DATE OF CONSENT
OCCUPANT'S EMAIL ADDRESS	OCCUPANT'S PHONE NUMBER

How to submit documents:

- In person at Revenue Services 515 West 10th Ave, Vancouver. Hours: 8:30-5:00 Monday to Friday
- Via registered mail to Vacancy Tax Office 453 West 12th Ave, Vancouver V5Y 1V4

Notice of Purposes and Authority: The City of Vancouver is collecting your personal information to verify your occupancy at the address listed above. 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.