

## Vacancy Tax (Empty Homes Tax)

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

I,

\_\_\_\_\_  
Tenant's Name (PRINT)

Authorize the City of Vancouver to collect, use, and retain my personal information listed below for the purpose of verifying the Registered Owner's property status declaration under the Vacancy Tax (Empty Homes Tax) program.

The time period (mm/dd/yyyy – mm/dd/yyyy) for which the property at \_\_\_\_\_  
was occupied by you as a tenant: \_\_\_\_\_

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

A copy of one of the following documents belonging to the tenant:

- 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 two (2) types of the following supporting documents belonging to the tenant:

- Correspondence from a government authority regarding the receipt of benefits such as a pension, unemployment benefits, housing benefits, etc.
- Tenant insurance.
- 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

\_\_\_\_\_  
Tenant's Name (PRINT)

\_\_\_\_\_  
Tenant's Signature

\_\_\_\_\_  
Date of Consent

**Note to the Tenant:** Please provide this signed form to the City along with documents you are providing as evidence of tenancy. Documents can be submitted in person at City Hall Revenue Services 453 W 12th Ave Vancouver, BC. Hours: 8:30-5:00 Monday to Friday. There is an after-hours drop box available. Or by registered mail to Vacancy Tax Office PO Box 7747 Vancouver, BC V6B 8R1.