

Fee Schedule

Product	Description	Fee
Provincial Property Assessment Notice - Current Year	The <i>Assessment Authority Act Regulations</i> (B.C. Reg. 497/77) state that a property assessment notice contains name and address of the last known owner, short land description, property class, and assessment information (total assessed value, actual value by classification, exemptions from taxation and total net taxable value).	No fee when requested by the current owner* on title or their representative (anyone authorized by the owner to act on their behalf) \$6 (for third party) per reprint of Current Property Assessment Notice (Prescribed per <i>B.C. Reg. 433/98</i>)**
Contracted First Nations Property Assessment Notice – Current Year	Each First Nation has an individual Property Assessment Law or Bylaw that outlines what process should be followed. i.e. If Indian Act Bylaws: A copy of an Assessment Notice can be supplied only when the person requesting it is an interest holder of a registered charge; then only those issued during the duration of the charge. If FMA Law: The Assessor must provide to any person who requests it and pays to the assessor the fee of six dollars (\$6) the information contained in the current Assessment Notice sent by the Assessor.	No fee per reprint of Current Property Assessment Notice if Indian Act Bylaw applies (limited access, treat lessee as owner) \$6 per reprint of Current Property Assessment Notice if FMA Law applies** For reprint of Current Property Assessment Notice if Taxing Treaty First Nation or other , see pricing as per "Provincial Property Assessment Notice – Current Year" (row above)
Property Assessment Information (Previous Years - Assessment Roll Report)	An Assessment Roll Report contains name and address of the last known owner, short land description, property class, assessment information for the year queried and two preceding years (total assessed value, actual value by classification, exemptions from taxation and total net taxable value) and historical sales data. This report can be provided for any year from 2004 - Current Year.	No fee when requested by the current owner* on title or their representative (anyone authorized by the owner to act on their behalf) \$12 (for third party) per query or print of Assessment Roll Report**
Assessment Roll Entry for a single property - Current Year or Previous Years (as available)	The <i>Assessment Authority Act Regulations</i> (B.C. Reg. 497/77), an assessment roll entry contains name and address of the last known owner, short land description, property class, and assessment information (total assessed value, actual value by classification, exemptions from taxation and total net taxable value).	No fee for viewing in an Area Office No fee when requested by the current owner* on title or their representative (anyone authorized by the owner to act on their behalf) \$15 (for third party) per printed page**
Sales Listing for a single property - Current Year or Previous Years (as available)	Sales Listings can contain document numbers, short land description, sale price, sale type, primary use, and lot dimensions.	No fee for viewing in an Area Office No fee when requested by the current owner* on title or their representative (anyone authorized by the owner to act on their behalf) \$15 (for third party) per printed page**
Assessment Inventory Report	As the Assessment Inventory Report contains name and address of the last known owner, short land description, property class, assessment information for the year queried and two preceding years (total assessed value, actual value by classification, exemptions from taxation and total net taxable value) historical sales data, and residential inventory (Finished Area, Bedrooms, Bathrooms, etc.) This report can be provided for any year from 2004 - Current Year.	No fee when requested by the current owner* on title or their representative (anyone authorized by the owner to act on their behalf) \$16 (for third party) per query or print of Assessment Inventory Report**
Assessment Search (print/copy)	Assessment Search is a web application for the general public to view current assessment values on most properties in BC. Searches can be performed by address, legal information or roll number. It also provides limited additional detail about the property as well as comparable values in the neighbourhood.	No charge to view; \$1 per side of printed page**
Property Value Summary (PVS) - RESIDENTIAL	The <i>Assessment Act Regulation</i> (B.C. Reg. 433/98) list of physical inventory items on record (land area or dimensions, location; buildings' general description, total finished area, year built, effective year, number of stories, number of bedrooms, number of bathrooms, basement, outbuildings). Used as 'Comparable' for residential properties.	No fee when requested by the current owner* on title or their representative (anyone authorized by the owner to act on their behalf) Comparables: No fee in the following circumstances: [a] During the inquiry period January 1st to January 31st: 4 free comparables [b] If appealed to PARP: 4 free comparables (request must be made before March 15th) [c] If appealed to PAAB: 4 free comparables (request must precede PAAB hearing) Each owner that appeals through PAAB could potentially receive a maximum of 12 free comparables if the owner makes requests for information during each of these time frames. Any comparables outside of the above time periods (or in excess of the number indicated above) is: \$16 per folio** (for third party)

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Property Value Summary (PVS) - COMMERCIAL (IC&I)	<p>Commercial (IC&I) Reports provide a summary of property assessment information. This is available for IC&I properties such as multi-family/apartment blocks, and commercial buildings (BCA coding is a predominant actual use code of 050, 052-056, or 200-499).</p> <p>The PVS report contains data from the Preview Roll (estimates of assessed values produced in November), the Completed Roll in January, or the Revised Roll in April.</p> <p>Used as 'Comparable' for Commercial Properties.</p>	<p>No fee if:</p> <ul style="list-style-type: none"> • Current owner on title (or their authorized representative) is requesting own PVS • Current owner on title (or their authorized representative) is requesting PVS for comparable properties: <ul style="list-style-type: none"> ○ during the inquiry period: up to 4 free PVSs if request is made January 1 - 31 ○ during an active PARP appeal: up to 4 free PVSs if request is made before March 15th ○ an active PAAB appeal: up to 10 free PVSs if request precedes PAAB hearing <p>Fee (\$100 per property for routine requests or \$200 per property for priority requests) if the request:</p> <ul style="list-style-type: none"> • is made by a third party (e.g., tenant, not the property owner or the owner's authorized representative) • exceeds the number of PVSs above • is outside of the time periods above
Property Record Card (PRC) - RESIDENTIAL	A Property Record Card (PRC) is a detailed report of the property, including all attributes, sketches, photos, and all the improvement inventory.	<p>No fee when requested by the current owner on title or their agent (anyone authorized by the owner to act on their behalf) or if ordered by PAAB</p> <p>If requested by anyone other than the owner for a Class 1 Residential property for 3 or more families, the owner must have completed the <u>Authorization to Receive Confidential Property Information form</u></p>
Property Record Card (PRC) - COMMERCIAL (General or complex)	A Property Record Card (PRC) is a detailed report of the property, including all attributes, sketches, photos, and all the improvement inventory.	<p>No fee when requested by the current owner on title or their agent (anyone authorized by the owner to act on their behalf) or if ordered by PAAB</p> <p>If the request for PRC is from anyone other than the owner or representative of the owner(s) for the properties identified an Authorization to Receive Confidential Information form is required to assign an agent</p>
"Modeling": COMMERCIAL (General or complex)	Commercial reports provide a summary of modeling valuation information. Details include all aspects that form part of the income valuation of commercial property types, including all attributes and adjustments.	<p>No fee but if requested by anyone other than the owner*, the owner must have completed the Authorization to Receive Confidential Property Information form</p> <p>If requested by anyone other than the owner: \$500** per property, \$600** for priority request, may incur additional costs depending on staff availability</p> <p>(Note: Data required for modeling is not currently available for all properties. In those cases for which a customized report is required, the fee will be based on \$100** per hour)</p>
Statutory Manuals - MIPS, EPG	<p>The Major Industrial Properties (MIPS) Manual consists of the Manual Overview and 11 divisions (Sawmills, Marine and Bulk Terminals, Pulp and Paper Mills, Mining Properties, Shipbuilding, Chemical and Petrochemical, Grain Elevators, Cement Plants, Unique Industrial Improvements, Division 10 - Miscellaneous, and Petroleum Industry Production Facilities). The purchase price is \$500** per Division or \$4,500 for all Divisions. Each purchase includes the Manual Overview and Division 10 - Miscellaneous at no additional cost.</p> <p>The Electrical Power Group (EPG) Manuals consists of an Adjustment and Definitions document and 3 Manuals: Dams, Power Generation Plants, and Substations. The purchase price is \$500** per manual. Each purchase includes the Adjustments and Definitions document at no additional cost. The manuals may be purchased in electronic format only. Updates to the manual occur annually and will be emailed to you at no additional cost.</p>	<p>\$500** per MIP Division, includes Manual Overview and Div 10;</p> <p>\$4,500** for Entire MIPS Manual, includes Manual overview and Div 10;</p> <p>\$500** per EPG Manual, includes Adjustments and Definitions document; and</p> <p>Annual updates to purchased Manuals and/or Divisions are included.</p>

NOTES:

Last updated: December 17, 2018

If you have any questions with respect to the release of information due to confidentiality concerns or otherwise, please contact Manager, Information Access & Privacy.

*Definition: An owner identified on the title or anyone authorized by the owner to act on their behalf.

Area offices are able to process most requests for information by fax, email, or in person at an Area Office. Accepted payment is by cash or cheque or money order.

** Prices above do not include tax. Taxes apply to electronic copy 5% GST and paper printing charge 5% GST + 7% PST.