

Sales Tax Rebate Application

Municipal Confirmation Letter

Date: _____

Property Owner: _____

Property Address: _____

To support your Sales Tax Rebate application for the refund of the provincial component of the HST on eligible materials used for repairs, improvements or restoration of the exterior of your property at the above noted address, I can confirm the following:

- that this is a registered municipal heritage property; **or**
- that this property is located within an approved municipal heritage conservation district;

- that the exterior envelope repairs for this property were general repairs and did not require approval of the municipal council; **or**
- that the exterior envelope work carried out was considered a substantial alteration to this registered municipal heritage property and the date of approval was provided by municipal council on _____;

- that a building permit was required to carry out this work; **or**
- that a building permit was not required to carry out this work;

- that the property owner has carried out the scope of work associated with the tax rebate application; **or**
- that municipal staff cannot confirm that the property owner has carried out the scope of work associated with the tax rebate application.

Should you have any questions, please contact my office at *(insert municipal contact's phone number)*.

Prepared by:

Name of municipal staff person: _____

Municipal staff person's title: _____

Phone number: _____

To verify if you, the property owner, are eligible for a tax rebate, please review the requirements at <http://www.novascotia.ca/snsmr/pdf/ans-taxcomm-salestax-info-heritage.pdf>.

Please note that property owners are responsible to submit copies of any necessary supporting documents with their rebate applications, such as a building permit or Notice of Registration document.