

## Application for Tax Exemption – Place of Worship Tax Year 2025

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CANADA )  
PROVINCE OF )  
BRITISH COLUMBIA )

**IN THE MATTER OF THE TAXATION EXEMPTION  
BYLAW PURSUANT TO SECTION 220 AND 224(2)(f)  
and (h) OF THE COMMUNITY CHARTER IN THE  
CITY OF SURREY  
(exemption from taxation under Annual Property  
Tax Bylaw for tax year 2025)**

I, \_\_\_\_\_ of \_\_\_\_\_  
(Name) (Address & Postal Code)

Telephone No. \_\_\_\_\_ / \_\_\_\_\_ e-mail \_\_\_\_\_  
(Work) (Home)

in the Province of British Columbia, DO SOLEMNLY DECLARE THAT

(a) I am the \_\_\_\_\_ of the \_\_\_\_\_  
(position currently held)  
\_\_\_\_\_ and as such  
(name of association, society or organization)

have knowledge of the facts hereinafter deposed with respect to the subject property for which a tax exemption application is being made;

(b) The property is in compliance with City bylaws, policies and regulations;

(c) All of the information provided below and materials submitted to the City in support of this application are complete, true and correct in all respects; and

(d) I understand that the City of Surrey may adjust a permissive property tax exemption for a property should factors important to the eligibility of the property for an exemption change at any time.

AND I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath, and by virtue of the CANADA EVIDENCE ACT.

DECLARED before me at Surrey  
in the Province of British Columbia  
this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

A Commissioner for taking Affidavits within  
British Columbia or  
A Notary Public in and for the Province of British Columbia

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( \_\_\_\_\_  
Signature of Applicant

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( \_\_\_\_\_  
Name of Applicant (Please Print)

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( \_\_\_\_\_  
Title of Applicant

( \_\_\_\_\_  
Organization

## PART A: Applicant Information

1. Full name or title of organization: \_\_\_\_\_
2. Registered Owner Name (if different than above): \_\_\_\_\_
3. Property Address: \_\_\_\_\_
4. Contact Person (provide contact information for up to two people that staff can contact regarding the submission as necessary).  
  
Name: \_\_\_\_\_ Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Title: \_\_\_\_\_  
Daytime phone no: \_\_\_\_\_ Daytime phone no: \_\_\_\_\_  
e-mail: \_\_\_\_\_ e-mail: \_\_\_\_\_
5. Registered Charity Number: \_\_\_\_\_

## PART B: General Information

1. Is this a new application for a permissive property tax exemption:  
☐ Yes ☐ No
2. Is the organization the owner of the property:  
☐ Yes ☐ No
3. Does the property currently receive a statutory exemption applied by the BC Assessment Authority:  
☐ Yes ☐ No
4. Has there been any change in status or use of the building or property in the last 12 month:  
☐ Yes ☐ No

If yes, please explain briefly below (If required, use additional paper as attachment.)

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5. Is the permissive exemption being sought for:  
☐ The whole parcel **OR** ☐ A portion of the parcel (describe in square feet and/or submit a site plan. Use a separate piece of paper as necessary.)

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6. List the type of buildings, their use and gross floor area for all buildings on the property:

Building Type and Use			Gross Floor Area
Type and number of parking spaces available on site	Gravel: _____	Blacktop: _____	Undeveloped: _____
How many people live in any building(s) on the property?			
What is the square footage of the living area?			

### PART C: Services Information

1. What is the principal use of the property?

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2. What charitable and/or outreach services do you provide at no charge to the residents of Surrey?

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3. State the days and time periods that services and/or programming are available (if required, use additional paper as attachment):

Program	Dates and Hours of Operation

4. How is your organization a complementary extension to City services and programs?

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5. How is your organization accessible to the public? How is the public made aware of your services?

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6. Specify the number of users of your service during the most recent fiscal year. Of these users, specify the number who are residents of Surrey and advise how you know they are Surrey residents.

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7. Is every building on the lands in use and currently set aside for public worship?

☐ Yes

☐ No

8. Is any portion of the property used exclusively for daycare or preschool purposes?

☐ Yes

☐ No

Regardless of exclusivity, provide details regarding the daycare and/or preschool operator as follows:

Provider: \_\_\_\_\_

Contact information: \_\_\_\_\_

**If the church does not run the daycare and/or preschool, please submit a copy of the provider's license and charity registration number, as well as a copy of the lease agreement.**

9. An important and much needed service in the city is Extreme Weather Response (EWR) shelters. EWR shelters are temporary shelters (mats on the floor) that open overnight during extreme weather alerts. The Homelessness Services Association of British Columbia (HSABC) is contracted by BC Housing to coordinate the EWR program in Surrey. Experienced non-profit shelter providers are contracted by BC Housing to manage and staff the EWR shelters. Funding is not provided for rent, so shelter spaces are sought free of charge from community organizations. Please indicate if your organization would consider providing your place of worship as an EWR shelter. City staff will be in contact if you indicate that your space could be used as an EWR shelter. **Please note that indicating yes or no to being an EWR shelter has no impact on your eligibility for a permissive property tax exemption.**

☐ Yes

☐ No

**PART D: Financial Information**

1. Provide details of revenue generating activities on your property; such as daycare, pre-school, catering, hall rental, thrift shop, etc. We require the following information for each activity. Use a separate piece of paper as necessary.

Activity	Organization or Operator	Fee charged	Annual income

2. Have you applied for or received funding from any other government or non-government organization? (For example, Federal or Provincial Government, B.C. Housing, B.C. Rental Housing, United Way, private donors, endowment funds, or other agencies)
- ☐ Yes ☐ No

Funding Agency	Type of Grant or Funding	Amount	Status

Do any of the above listed sources include provision for property taxes?

☐ Yes ☐ No

**PART E: Additional Information**

1. Indicate any other activities/comments which may be pertinent to your application (if required, use additional paper as attachment):

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