



CENTRAL ALBERTA REGIONAL
**Assessment
Review Board**

ASSESSMENT COMPLAINT WITHDRAWAL FORM

TO: Central Alberta Assessment Review Board Clerk
2nd floor, 4914 – 48 Avenue
Red Deer, AB T4N 3T4

Phone: 403.342.8132
Fax: 403.346.6195
Email: regionalarb@reddeer.ca

ASSESSMENT COMPLAINT INFORMATION

Municipality	_____	Roll Number	_____
Complaint ID#	_____	Location Address	_____
Hearing Date	_____	Property Owner	_____
Authorized Agent (if applicable)	_____	Original Assessed Value	_____

WITHDRAWAL REQUEST

Withdrawal – No Change (proceed to signatures) ☐

Withdrawal to Correction (complete correction information) ☐

WITHDRAWAL TO CORRECTION

Corrected Assessed Value (if applicable): _____

List any other matters that have been corrected: _____

Amended Assessment Notice, attached (yes/no) or expected date to be provided: _____

I/We hereby withdraw my/our complaint from the Assessment Review Board for the assessment year of 20____.

AUTHORIZED SIGNATURES

Complainant – Please Print Name _____

Respondent – Please Print Name _____

Complainant Signature _____

Respondent Signature _____

Date _____

Date _____

Advance notice of withdrawal 3 or more business days prior to your scheduled hearing date is strongly recommended.



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Matters Relating to Assessment Complaints, 2018. AR Reg. 201/2017

S. 12(2) of Matters Relating to Assessment Complaints regulation states that if a complainant withdraws a complaint on agreement with the assessor to correct any matter or issue under complaint, any complaint filing fee must be refunded to the complainant.

Municipal Government Act, R.S.A. 2000, Chapter M-26

S. 305(1.1) of the Municipal Government Act states that where an assessor corrects the assessment roll, the assessor must, in accordance with statutory timelines, send to the assessment review board a copy of the amended assessment notice, and information stating the reason for which the assessment roll was corrected, what correction was made; and how the correction affected the amount of the assessment.

S. 305(1.2) of the Municipal Government Act states that where the assessor sends a copy of an amended assessment notice under s. 305 (1.1) before the date of the hearing in respect of the complaint, the complaint is cancelled, the complainant's complaint fees must be returned, and the complainant has a new right of complaint in respect of the amended assessment notice.