



## Here's what you need to know about filing a Notice of Appeal:

### 1 Know your appeal deadline

- ◆ You may appeal your property's assessment or the outcome of your Request for Reconsideration to the Wasauksing First Nation Assessment Review Board (WFN ARB) within 90 days from the date the Property Assessment Notice was mailed or emailed
- ◆ The appeal deadline can be found on your Property Assessment Notice

### 2 Complete your appeal form

Forms are available at:

- ◆ [www.wasauksing.ca](http://www.wasauksing.ca)
  - ◆ WFN Administration Office,  
1508 Geewadin Road, Lane G,  
P.O. Box 250, Parry Sound, Ontario  
P2A 2X4
- \* *There is a \$30 (CDN) administration fee to file an appeal which is required by the WFN ARB*

### 3 Submit your appeal

Submit your appeal in person or by mail to MPAC, 1100 Muskoka Road South, Unit 2, Gravenhurst, Ontario P1P 1K9. Please remember to include the following:

- ◆ Completed Notice of Appeal
- ◆ Copy of your Property Assessment Notice
- ◆ A cheque, money order or bank draft, payable to Wasauksing First Nation in the amount of \$30

### 4 Next steps

- ◆ You will receive an acknowledgement letter from the WFN ARB once your appeal form is received
- ◆ You will receive a notice from the WFN ARB detailing the time, date and location of your hearing



## **Frequently Asked Questions**

### **What does the WFN ARB do?**

The WFN ARB will listen and determine the assessment outcome based on evidence brought forward at your hearing.

### **What does MPAC do?**

MPAC is contracted by Wasauksing First Nation to provide property assessments on Parry Island, in accordance with WFN property taxation and assessment laws. MPAC will respond to assessment appeals related to valuation, classification, errors or omissions in the assessment or Property Assessment Notice.

### **Can the WFN ARB lower my property taxes?**

No, the WFN ARB can only confirm or reduce your assessment which may result in lower property taxes. WFN is responsible for setting your tax rate and collecting property taxes. Please contact Craig Brown at [ced@wasauksing.ca](mailto:ced@wasauksing.ca) or (705) 746-2531 or visit [www.wasauksing.ca](http://www.wasauksing.ca) for more information.

### **Is the administration fee refundable?**

The administration fee is not refundable.

### **Who bears the burden of proof in an appeal?**

The burden of proof in an appeal is on the person bringing the appeal.

### **I have misplaced my Property Assessment Notice. What should I do?**

If you have misplaced your Property Assessment Notice, please contact MPAC at [wasauksing@mpac.ca](mailto:wasauksing@mpac.ca) or 1 877 487-5448.

### **How do I contact the WFN ARB?**

Once the WFN ARB is established, contact information will be provided on [www.wasauksing.ca](http://www.wasauksing.ca). If you require immediate assistance, please contact the WFN Administration office (705) 746-2531.

### **Do you have accessibility needs?**

If you have accessibility needs, please let our representatives know how we can best assist you.

### **How will MPAC use my information?**

The information on the Notice of Appeal form is collected by MPAC on behalf of WFN under Section 30 of the *Wasauksing First Nation Property Assessment Law, 2018*. It will be used to provide property assessment services. If you have any questions concerning this collection, please contact the Manager, Valuation and Customer Relations, MPAC, by phone 1 877 487-5448 or email [wasauksing@mpac.ca](mailto:wasauksing@mpac.ca).

### **Please Note:**

The information contained in this sheet is not intended as a substitute for legal or other advice, and in providing this information, the WFN ARB assumes no responsibility for any errors or omissions and shall not be liable for any reliance placed on the information in this sheet.



**Wasauksing First Nation  
Assessment Review Board**

**Notice of Appeal**

**TO: Assessor for Wasauksing First Nation  
Municipal Property Assessment Corporation  
1100 Muskoka Road South, Unit 2,  
Gravenhurst, Ontario P1P 1K9  
wasauksing@mpac.ca**

PURSUANT to the provisions of the *Wasauksing First Nation Property Assessment Law, 2018*, I hereby appeal the assessment/reconsideration of assessment of the following interest in land:

*Please include a description of the assessable property, including assessment roll number, as described in the Assessment Notice.*

**Roll Number (Located on your Property Assessment Notice)**

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<b>Property Address</b>		
<b>Leaseholder (Last Name, First Name)</b>		<b>Leaseholder (Last Name, First Name)</b>
<b>Company Name (if applicable)</b>		<b>Position/Title (if applicable)</b>
<b>Home Phone Number</b>	<b>Alternate Phone Number</b>	<b>E-mail</b>

**The grounds for an assessment appeal:** *(please check all that apply)*

- Assessed Value
- Assessment Classification
- Applicability of an Exemption
- Error or Omission in the Assessment or Property Assessment Notice

*Describe the grounds for the appeal in as much detail as possible.*

(1)

  
  

(2)

  
  

(3)



**Wasauksing First Nation  
Assessment Review Board**

**Notice of Appeal**

**Complainant's mailing address to which all notices in respect of this appeal are to be sent:**

Mailing Address

**Name and address of any representative acting on the complainant's behalf in respect of this appeal:**

Representative Name (Last Name, First Name)	Law Society Number	Telephone

Mailing Address

**Please make sure to include the following with your Notice of Appeal:**

The required administration fee of thirty dollars (CDN \$30), payable by cheque, money order or bank draft, to Wasauksing First Nation.

A copy of the Property Assessment Notice.

\_\_\_\_\_  
Name of Complainant (please print)

\_\_\_\_\_  
Signature of Complainant (or Representative)

Dated: \_\_\_\_\_