



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 Kettle & Stony Point First Nation Assessment Review Board (KSPFN 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:

- ◆ KSPFN Administration Office
6247 Indian Lane, Kettle Point,
Ontario, N0N 1J1

** There is a \$30 (CDN) administration fee to file an appeal which is required by the KSPFN ARB*

3 Submit your appeal

Submit your appeal in person or by mail to MPAC, P.O. Box 9808, Toronto, ON M1S 5T9. 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 Kettle & Stony Point First Nation in the amount of \$30

4 Next steps

- ◆ You will receive a notice from the KSPFN ARB detailing the time, date and location of your hearing



Frequently Asked Questions

What does the KSPFN ARB do?

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

What does MPAC do?

MPAC is contracted by KSPFN to provide property assessments, in accordance with KSPFN 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 KSPFN ARB lower my property taxes?

No, the KSPFN ARB can only confirm or reduce your assessment which may result in lower property taxes. KSPFN is responsible for setting your tax rate and collecting property taxes. Please contact www.kettlepoint.org 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 the KSPFN Administration Office.

How do I contact the KSPFN ARB ?

Kettle & Stony Point FN Assessment Appeals/ Assessment Review Board

Stephanie George, Tax Administrator
Stephanie.bressette@kettlepoint.org

Do you have accessibility needs?

If you have accessibility needs please contact the Board Administration Office at 519-786-2125.

How will MPAC use my information?

The information on the Notice of Appeal form is collected by MPAC on behalf of KSPFN under Section 31 of the *Anishinaabeg of Kettle & Stony Point First Nation Property Assessment Law 2015, as amended*. 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 1 877 509-9763 or email region99@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 KSPFN assumes no responsibility for any errors or omissions and shall not be liable for any reliance placed on the information in this sheet.



**Kettle & Stony Point First Nation
Assessment Review Board**

Notice of Appeal

**TO: Assessor for Kettle & Stony Point First Nation
Municipal Property Assessment Corporation
P.O. Box 9808, Toronto, ON M1S 5T9
region99@mpac.ca**

PURSUANT to the provisions of the *Anishinaabeg of Kettle & Stony Point First Nation Property Assessment Law 2015, as amended*, 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)

- - - - -

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

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)



**Kettle & Stony Point 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
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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 Kettle & Stony Point First Nation.

A copy of the Property Assessment Notice.

Name of Complainant (please print)

Signature of Complainant (or Representative)

Dated: _____