



**Town of Sexsmith**  
9927-100 Street, Box 420, Sexsmith, Alberta T0H 3C0  
Phone: 780-568-3681 Fax: 780-568-2200  
www.sexsmith.ca

Application No. \_\_\_\_\_

**OFFICE USE ONLY**

## ANNUAL SMALL BUSINESS DECLARATION

### APPLICANT INFORMATION:

Business Name on tax Notice: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
Daytime Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

### BUSINESS / PROPERTY INFORMATION:

Plan: \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ Roll No. \_\_\_\_\_  
Plan: \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ Roll No. \_\_\_\_\_  
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Plan: \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ Roll No. \_\_\_\_\_

(attach an additional schedule if more space is required)

### Declaration:

I \_\_\_\_\_ am a designated signing officer of the above mentioned Business  
(Print Name)  
located in the Town of Sexsmith, and as at Dec 31, 20\_\_\_\_, the total employee count was \_\_\_\_\_  
(must be 5 or fewer to qualify). I acknowledge the following Municipal Government Act sections  
below, which allows for inspection of this declaration. I further acknowledge that this declaration  
will be completed annually at a time and form specified by the Town of Sexsmith.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Designated Signing Officer

Municipal Government Act Chapter M-26

#### Duty to provide information 295

- (1) A person must provide, on request by an assessor, any information necessary for the assessor to carry out the duties and responsibilities of an assessor under Parts 9 to 12 and the regulations.
- (2) The Alberta Safety Codes Authority or an agency accredited under the Safety Codes Act must release, on request by an assessor, information or documents respecting a permit issued under the Safety Codes Act.
- (3) An assessor may request information or documents under subsection (2) only in respect of a property within the municipality for which the assessor is preparing an assessment.
- (4) No person may make a complaint in the year following the assessment year under section 460 or, in the case of designated industrial property, under section 492(1) about an assessment if the person has failed to provide any information requested under subsection (1) within 60 days from the date of the request.