

# Letter of Authorization Form



## Form Instructions:

1. This form is to be used when a Property Owner wishes to provide authorization for their property tax information to be released to a third party.
2. This form must be completed and authorized by the current property owner and a copy of photo ID must accompany this application.
3. To avoid delays in processing, please ensure all requested information is provided.
4. If a third party requires a statement, a fee may apply.

## Property Owner Information:

Roll number:

Email:

Name of current owner(s):

Property Address:

Home phone:

Cell phone:

Fax:

## Property Tax Information to be Released (check all that apply):

Tax account details

Assessment appeals

Tax statement

Payment plans

All Information

Tax/vacancy rebate applications

Other (**specify**):

## Authorized Recipient:

Recipient name:

Relationship to owner (please select):

Relative

Solicitor

Other (**specify**):

## Authorization:

Authorization expiry date (mm/dd/yy):

Authorization form completed by (first and last name):

Owner's Signature:

Date (mm/dd/yy):

**I (the owner) have attached a piece of photo ID which also shows my signature**

## Submission Information:

**Email:** [taxes@milton.ca](mailto:taxes@milton.ca)

**Fax:** 905-876-5026

**In person:** Monday – Friday, 8:30 am - 4:30 pm  
150 Mary Street  
Milton, ON L9T 6Z5

**By Mail:** PO Box 400  
Milton, ON L9T 4Z1

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Corporate Services Department: Tax Division, **Address:** 150 Mary Street, Milton, ON, L9T 6Z5

**Phone:** 905-864-4142, **Fax:** 905-876-5026, **Email:** [taxes@milton.ca](mailto:taxes@milton.ca)

Information provided on this form and any applicable attachments, is collected under the authority of the Municipal Act, 2001, Section 340, and will be used by the Town of Milton, Corporate Services Department to process your request. If you have questions about this collection, please contact a member of the Tax Division, 150 Mary Street, Milton, ON, L9T 6Z5, 905-864-4142.

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