



NOTICE OF APPEAL Tax Incentive Appeal Board

CC 972 (R2025-10)

IMPORTANT INFORMATION - Your notice of appeal must be accompanied by:

- The \$500.00 appeal filing fee; and,
- A copy of the Decision being appealed. A word or pdf, scanned copy or photo of the original can be submitted by email to appealboard@calgary.ca.

Appeals must be filed within certain time periods. For more information, consult the Decision being appealed, the Bylaw that applies, and the *Municipal Government Act*.

Business Name and/or Name of Appellant		Representative Name (if applicable)	
Address		Address	
City		City	
Province		Province	
Postal Code		Postal Code	
Email Address		Email Address	
Daytime Phone #		Daytime Phone #	
Secondary Phone #		Secondary Phone #	

Additional Information

Date the Decision was received (YYYY/MM/DD)	Municipal Address of Site (if applicable)	
City	Province	Postal Code

Reasons for Appeal

Explain your reasons for appeal. A copy of this notice will be provided to Board members and to the City Administration. Please provide as much detail as possible.

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(Attach a separate page if required)

In order to assist the Board in scheduling, please answer the following questions to the best of your ability:

Estimated Presentation Time	
Do you anticipate any preliminary issues with your appeal? (i.e. jurisdiction, parties status as affected persons, adjournment, etc.)	
☐ Yes ☐ No ☐ Unknown	
Do you anticipate bringing any witnesses/experts to your hearing?	
☐ Yes ☐ No ☐ Unknown	

Signature of Appellant / Representative				
Date YYYY-MM-DD				
FOR OFFICE USE ONLY				
Final Date of Appeal (YYYY/MM/DD)	TIAB Appeal Number	Fee Paid ☐ Yes ☐ No	Hearing Date (YYYY/MM/DD)	Decision Date (YYYY/MM/DD)

PAYMENT INFORMATION

Payment may be made by Cash, Cheque or Debit only. Please make cheques payable to The City of Calgary.

FILING INFORMATION

PLEASE NOTE: Appeals cannot be filed by email or fax as the filing fee must accompany the appeal at the time of filing.

If you mail the appeal, it must be received by the Tax Incentive Appeal Board office on or before the final date for appeal.

MAIL TO:	DELIVER TO:
City Appeal Boards Tax Incentive Appeal Board P.O. Box 2100, Station M, #222 Calgary, AB T2P 2M5	City Appeal Boards Tax Incentive Appeal Board 4 th Floor, 1212 31 Avenue NE Deerfoot Junction III Building (DJ3) Calgary, AB T2E 7S8

If you require further information regarding appeal deadlines and procedures, please contact the TIAB office at:

Website: calgary.ca/tiab
Phone: (403) 268-5312
Email: appealboard@calgary.ca

The Board collects and uses personal information under the authority of sections 4(c) and 13(1) of the Protection of Privacy Act, SA 2024, c. P-28.5 for the purposes of administering and adjudicating appeals. The information in this form and any written or verbal submissions to the Board, including personal information contained in those submissions such as your name, phone number, email address, and an audio, visual, or audio-visual recording of verbal submissions, will be publicly available and may be referenced during the Board's publicly available written decision. The Board may use your contact information in the future for follow-up consultation for feedback regarding the appeal process. All information will be kept by the Board in accordance with the Board's information retention policies from time to time. If you have any questions regarding the collection, use or retention of this information, contact the Tribunal Coordinator of the City Appeal Boards at 403-268-5312 or appealboard@calgary.ca.