



# Tax Search and Certificate Request & Credit Authorization Form

## Foothills County

309 Macleod Trail, Box 5605, High River, AB T1V 1M7

Tel: 403-603-6224 • Fax: 403-652-7880 • Email: taxes@FoothillsCountyAB.ca • mdfoothills.com

Please complete form - all fields are required. Email completed PDF to: taxes@FoothillsCountyAB.ca

Select one:  Tax Search \$30  Tax Certificate \$45

Acting on behalf of:  Seller  Purchaser  Re-financing

Date: \_\_\_\_\_ File No: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Requested by: \_\_\_\_\_

Legal Land Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

Qtr \_\_\_\_\_ Sec \_\_\_\_\_ Twp \_\_\_\_\_ Range \_\_\_\_\_ Mer \_\_\_\_\_ Additional \_\_\_\_\_

Civic Address (optional): \_\_\_\_\_

**NOTE: In most areas of Foothills County, the civic address may not be registered on title or used as a mailing address. Canada Post has assigned new postal codes and mailing address in some areas of the County. Registered Certificates of Title should reflect valid mailing addresses.**

Current Landowner: \_\_\_\_\_

**PAYMENT AUTHORIZATION:**  Payment by Credit Card  Payment by Cheque\*

Credit Card Holder Name: \_\_\_\_\_

Visa / MC / Amex Number: \_\_\_\_\_ Expires: \_\_\_\_/\_\_\_\_/\_\_\_\_ CSV: \_\_\_\_\_

Amount to be Charged: \_\_\_\_\_ Signature: \_\_\_\_\_

**\*NOTE: If you are paying by cheque, please be advised that requests are not be processed until payment is received by our office.**

The personal information on this credit card authorization form is being collected for the purpose of processing payments. This information is being collected under the authority of the Freedom of Information and Protections Act (FOIP). Inquiries about the collection of this information should be directed to Foothills County FOIP Coordinator at 403-652-2341.

Tax Search and Certificate Requests are generally processed within 2 business days upon receipt. A copy will be sent to you by email and the original will be forwarded along with receipt of payment by standard mail. Should you need assistance obtaining the information required for this form, please contact the Tax Department at 403-603-6224 or taxes@FoothillsCountyAB.ca.

### OFFICE USE ONLY

Receipt Number: \_\_\_\_\_ Tax Roll: \_\_\_\_\_

C/C Chq Inv Search Certificate Customer ID: \_\_\_\_\_