



## QUESTIONNAIRE

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**PROPERTY ROLL NUMBER 18 01** \_ \_ \_ \_ \_

Please complete and sign the following **2 page** questionnaire and submit with the completed vacancy rebate application form. Please provide as much detail as possible. If additional space is required, please attach a separate sheet.

1. State the reason for the vacancy (e.g. Cessation of operations, termination of lease, renovations, etc.)
2. Is the vacancy due to the seasonal nature of the occupying business?
3. If this application is for portion of a property, how is vacant area separated from the area still in use?
4. Is the vacant area normally leased to tenants?
5. Is the vacant area currently leased?

## Vacancy Questionnaire

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6. Has the area been leased again after the period of vacancy?
  
7. Is the area leased on a short – term basis (daily or monthly)?
  
8. Is the vacant area used by the owner for storage or any other purpose?
  
9. Is the space currently available for lease? How is the availability being advertised? Please provide contact name and number (e.g. Real estate broker, if applicable). Also provide copies of listing agreement/advertisements and/or photos of signage.
  
10. When or by what event do you expect the vacancy to end? (e.g. Completion of renovation / retooling (estimated date), sale of property (2-3 months), upturn of business (time indefinite)).

**PLEASE NOTE THAT ANY PERSON WHO KNOWINGLY MAKES A FALSE OR DECEPTIVE STATEMENT ON THIS APPLICATION IS GUILTY OF AN OFFENCE AND UPON CONVICTION IS LIABLE FOR A FINE.**

SIGNED \_\_\_\_\_

DATE: \_\_\_\_\_