

The municipal Acts require that the assessor for the municipality report all changes made to the municipality's Assessment Roll to the Saskatchewan Assessment Management Agency's Quality Assurance Division (QAD) for confirmation.

The Municipalities Act section 258; The Cities Act section 228; The Northern Municipalities Act, 2010 section 279:

"(1) On or after January 1 of the year to which the assessment roll relates, the assessor shall make returns to the agency, in the forms and at times required by the agency, showing:

- (a) the particulars of any alterations that have been made in the assessment roll since it was last confirmed by the agency; and*
- (b) any additional information related to the particulars mentioned in clause (a) that may be required by the agency."*

Use this return to report any changes made to the municipality's assessment roll since the last confirmation.

Saskatchewan Assessment Management Agency
Quality Assurance Division
301 - 2201 11th Avenue
Regina, Saskatchewan S4P 0J8

GENERAL INFORMATION

1. Assessment Notices:

Date assessment roll prepared _____ Date assessment notices mailed _____
Dispensing with mailing of the notices Bylaw # _____

Urban, Rural and Northern Municipalities:

Date notice published in The Saskatchewan Gazette _____

AND Date notice published in the Local Paper / Other _____ Specify _____

Cities: Date notice published in the Local Paper _____ Specify _____

2. Board of Revision:

Number of appeals received _____ (Appeals Withdrawn** _____ Appeals Heard _____)

**Include those resolved by way of the Agreement to Adjust Assessment.

Conclusion Date of Board of Revision _____ Last Date decisions mailed _____

3. Agreements to Adjust Assessment: (Code C)

Number and assessed value (100%) of Agreements to Adjust Assessment made to the 2017 assessment roll under section 204 of *The Cities Act*; section 228 of *The Municipalities Act*; or section 249 of *The Northern Municipalities Act, 2010*:

Total 100% Assessed Value Change				No Change to the 100% Value	
Count	Increase (+)	Count	Decrease (-)	Count	
#	\$	#	\$	#	

Submit one copy of each signed "Agreement to Adjust Assessment" that resulted in changes to the roll.

4. 2017 Bylaws or Resolution Exemptions:

Number of Exemption Bylaws or Resolutions: _____ (Code A and/or B* exemption - **Note: Copies of Bylaws NOT required**)

Number of Fixed Assessment Agreements (farmland): _____ (Code N*, **Submit one copy of each Fixed Assessment Agreement (farmland) approved by bylaw under section 168 of The Cities Act and section 198 of The Municipalities Act.**)

*See page 7 of Return for Explanation.

5. Corrections to the Assessment Roll: (Do not include regular Maintenance or Reinspection changes)

Number and total assessed value (100%) of corrections made to the 2017 assessment roll under section 178 of *The Cities Act*; section 208 of *The Municipalities Act*; or section 229 of *The Northern Municipalities Act, 2010*:

Total 100% Assessed Value Change				No Change to the 100% Value	
Count	Increase (+)	Count	Decrease (-)	Count	
#	\$	#	\$	#	

I hereby certify that the information and assessment roll changes reported herein properly and accurately reflects the 2017 assessment roll for the .

X _____
Assessor for Municipality (signature)

X _____
Date

E-mail address: _____

Phone #: _____ Fax #: _____

Municipal Software Provider: MuniSoft ___ R&M ___ Other _____ (specify)

1b.

Primary Audit Information

*Note: Only complete this section for the initial assessment return submission each year.
This section is not required for supplementary returns within the same year.*

Sections 12(1)(p) and 22.1(2) of *The Assessment Management Agency Act* (AMA Act) require that SAMA's Quality Assurance Division conduct a Primary Audit of each municipality once per year for Assessment Roll Confirmation purposes, to ensure that the overall level of appraisal for a municipality falls into the range prescribed in the Regulations.

For the purposes of a Primary Audit, the municipality must submit to SAMA's Quality Assurance Division a Primary Audit sales file in the specified electronic format. The sales file requirements and other information respecting the Primary Audit are available in the "Property Assessment Audits in Saskatchewan" guide, found on SAMA's website: www.sama.sk.ca.

The required data fields are listed in summary form below:

1. Submit_Munic_Valuation_Name	12. Sale_Transfer_Value	23. Land_Zoning
2. Submit_Roll_Year_Date	13. Sale_Adj_SP	24. Imp_Pred_COM_Const_Code
3. Submit_Contact	14. Land_Assessment_100_pct	25. Imp_Pred_RES_Const_Code
4. Prop_CAMA_No	15. Improvement_Assessment_100_pct	26. Imp_Pred_Quality_Class
5. Prop_Roll_No	16. Total_Assessment_100_pct	27. Imp_Pred_Condition_Code
6. Prop_Tax_Classification	17. ASR	28. Imp_Total_No_Units
7. Prop_School_Div_No	18. Market_Property_Type	29. Imp_Year_Built
8. Sale_Title_No	19. Market_Imp_Valuation_Method	30. Imp_Effective_Age
9. Sale_Municipality_Name	20. Market_Production_NBHD_Code	31. Condo_Registered_Bare_Land
10. Sale_Transfer_Year	21. Market_Present_Use_Code	32. Condo_Registered_Improved
11. Sale_Transfer_Month	22. Land_Area	33. Condo_Parent_Code

Source - Property Assessment Audits in Saskatchewan (refer to guide for more details).

CHOOSE ONE:

1. The required information is being provided to SAMA's Quality Assurance Division by: **(choose one only)**

(a.) My Assessment Service Provider who is indicated below (check one):

SAMA
 CD Consulting
 Specify _____,

who is directed by the municipality to provide the required information to SAMA's Quality Assurance Division on the municipality's behalf.

(b.) File attached to E-mail was sent on _____ (DDMMYY)

[Note: E-mails must be sent to: roll.conf@sama.sk.ca]

(c.) CD ROM (CD labelled and enclosed with this submission)

I hereby certify that the information provided is to the best of my knowledge and belief, true and correct, knowing that the information will be used by SAMA's Quality Assurance Division for purposes of conducting a Primary Audit.

X _____
Assessor for Municipality (signature)

X _____
Date

X _____
Name (Printed Name)

QUESTIONS?

Call us toll free at 1-800-667-7262



This page must be completed and must be included with the annual assessment return for Confirmation purposes.

2017 ASSESSED VALUE TOTALS - SUMMARY

ASSESSED VALUES - Tax Class Percentages Applied

	2017 EXEMPT ASSESSMENT (including Grant-In-Lieu)		2017 TAXABLE ASSESSMENT
1 Non-Arable			
Total from pages 4, 5 and 6	\$ _____	Total from page 3	\$ _____
2 Other Agricultural			
Total from pages 4, 5 and 6	\$ _____	Total from page 3	\$ _____
3 Residential			
Total from pages 4, 5 and 6	\$ _____	Total from page 3	\$ _____
4 Multi-Unit Residential			
Total from pages 4, 5 and 6	\$ _____	Total from page 3	\$ _____
5 Seasonal Residential			
Total from pages 4, 5 and 6	\$ _____	Total from page 3	\$ _____
6 Commercial and Industrial			
Total from pages 4, 5 and 6	\$ _____	Total from page 3	\$ _____
7 Elevators			
Total from pages 4, 5 and 6	\$ _____	Total from page 3	\$ _____
8 Railway, R/W and Pipeline			
Total from pages 4, 5 and 6	\$ _____	Total from page 3	\$ _____
9 Sub Totals	\$ _____	+	\$ _____
10 2017 Assessment Value Total (add both Sub Totals of # 9)		=	\$ _____

ASSESSED VALUES - (100%)

"Net Changes" from page 16

1 Land - Assessed Value (100%)	\$ _____	
(+/-) net change	\$ _____	
Total Assessed Land Value (100%)		\$ _____
2 Improvement - Assessed Value (100%)	\$ _____	
(+/-) net change	\$ _____	
Total Assessed Improvement Value (100%)		\$ _____
3 Property - Assessed Value (100%)	\$ _____	
(+/-) net change	\$ _____	
Total Assessed Property Value (100%)		\$ _____
4 TOTAL 2017 Assessment Value (100%)		\$ _____

TAXABLE ASSESSED VALUES - Tax Class Percentages Applied

		Previous Taxable Assessment	2017 Taxable Assessment
1 a	Non-Arable Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Non-Arable Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Non-Arable (a + b)		\$ _____
2 a	Other Agricultural Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Other Agricultural Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Other Agricultural (a + b)		\$ _____
3 a	Residential Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Residential Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
c	Residential Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Residential (a + b + c)		\$ _____
4 a	Multi-Unit Residential Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Multi-Unit Residential Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
c	Multi-Unit Residential Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Multi-Unit Residential (a + b + c)		\$ _____
5 a	Seasonal Residential Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Seasonal Residential Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
c	Seasonal Residential Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Seasonal Residential (a + b + c)		\$ _____
6 a	Commercial and Industrial Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Commercial and Industrial Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
c	Commercial and Industrial Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Commercial and Industrial (a + b + c)		\$ _____
7 a	Elevators Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Elevators Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Elevators (a + b)	\$ _____	\$ _____
8 a	Railway R/W and Pipeline Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Railway R/W and Pipeline Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Railway R/W and Pipeline (a + b)		\$ _____
9	2017 Total Taxable Assessment Value		\$ _____

EXEMPT ASSESSED VALUES - Tax Class Percentages Applied

		Previous Exempt Assessment	2017 Exempt Assessment
1	a Non-Arable Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	b Non-Arable Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Non-Arable (a + b)		\$ _____
2	a Other Agricultural Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	b Other Agricultural Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Other Agricultural (a + b)		\$ _____
3	a Residential Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	b Residential Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	c Residential Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Residential (a + b + c)		\$ _____
4	a Multi-Unit Residential Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	b Multi-Unit Residential Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	c Multi-Unit Residential Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Multi-Unit Residential (a + b + c)		\$ _____
5	a Seasonal Residential Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	b Seasonal Residential Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	c Seasonal Residential Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Seasonal Residential (a + b + c)		\$ _____
6	a Commercial and Industrial Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	b Commercial and Industrial Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	c Commercial and Industrial Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Commercial and Industrial (a + b + c)		\$ _____
7	a Elevators Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	b Elevators Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Elevators (a + b)		\$ _____
8	a Railway R/W and Pipeline Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	b Railway R/W and Pipeline Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Railway R/W and Pipeline (a + b)		\$ _____
9	2017 Total Exempt Assessment Value		\$ _____

PROVINCIAL GRANT-IN-LIEU (PGIL) ASSESSED VALUES - Tax Class Percentages Applied

		Previous PGIL Assessment	2017 PGIL Assessment
1 a	Non-Arable Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Non-Arable Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Non-Arable (a + b)		\$ _____
2 a	Other Agricultural Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Other Agricultural Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Other Agricultural (a + b)		\$ _____
3 a	Residential Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Residential Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
c	Residential Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Residential (a + b + c)		\$ _____
4 a	Multi-Unit Residential Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Multi-Unit Residential Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
c	Multi-Unit Residential Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Multi-Unit Residential (a + b + c)		\$ _____
5 a	Seasonal Residential Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Seasonal Residential Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
c	Seasonal Residential Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Seasonal Residential (a + b + c)		\$ _____
6 a	Commercial and Industrial Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Commercial and Industrial Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
c	Commercial and Industrial Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Commercial and Industrial (a + b + c)		\$ _____
7 a	Elevators Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Elevators Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Elevators (a + b)		\$ _____
8 a	Railway R/W and Pipeline Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Railway R/W and Pipeline Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Railway R/W and Pipeline (a + b)		\$ _____
9	2017 Total Provincial Grant-In-Lieu Assessment Value		\$ _____

FEDERAL GRANT-IN-LIEU (FGIL) ASSESSED VALUES - Tax Class Percentages Applied

		Previous FGIL Assessment	2017 FGIL Assessment
1 a	Non-Arable Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Non-Arable Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Non-Arable (a + b)		\$ _____
2 a	Other Agricultural Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Other Agricultural Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Other Agricultural (a + b)		\$ _____
3 a	Residential Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Residential Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
c	Residential Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Residential (a + b + c)		\$ _____
4 a	Multi-Unit Residential Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Multi-Unit Residential Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
c	Multi-Unit Residential Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Multi-Unit Residential (a + b + c)		\$ _____
5 a	Seasonal Residential Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Seasonal Residential Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
c	Seasonal Residential Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Seasonal Residential (a + b + c)		\$ _____
6 a	Commercial and Industrial Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Commercial and Industrial Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
c	Commercial and Industrial Properties	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Commercial and Industrial (a + b + c)		\$ _____
7 a	Elevators Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Elevators Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Elevators (a + b)		\$ _____
8 a	Railway R/W and Pipeline Land	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
b	Railway R/W and Pipeline Improvements	\$ _____	\$ _____
	(+/-) change	\$ _____	\$ _____
	Total Railway R/W and Pipeline (a + b)		\$ _____
9	2017 Total Federal Grant-In-Lieu Assessment Value		\$ _____