



902 7th Avenue
 Canmore, AB T1W 3K1
 Phone 403.678.1506 / 403.678.7134
 www.canmore.ca

Change of Mailing Address for Property Owners

Submit completed form to:

taxes@canmore.ca

Tax Roll	
Customer ID	
Customer ID	
<i>For Office Use Only</i>	

*This change will affect all correspondence relating to Tax &/or Utility accounts in your name.
 This form is not to be used as notification of a change of ownership on a property.*

Revised May/23

SECTION A - Property Identification

Street Address of Property _____

I own multiple properties in Canmore Total number of properties _____ (including the address as listed)

SECTION B - Customer Identification, Primary Contact**

*** Primary contact is the person on Title who should receive bills. Only one person can be designated as the primary contact*

Name of Primary Contact as registered on Title _____

Daytime Phone: _____ Email: _____

If the registered owner is a business, I declare that I am legally authorized to sign for the above named business. _____
Name (Printed) Signature

SECTION C - Customer Identification for all other owners on Title to whom this address applies

Owner 2	Name as registered on Title _____	Phone _____	Email _____
Owner 3	Name as registered on Title _____	Phone _____	Email _____
Owner 4	Name as registered on Title _____	Phone _____	Email _____

SECTION D - New Mailing Address

Effective Date _____

Mailing Address: _____
Street Address Town/City Prov/State Postal/ZIP Code Country

SECTION E - Authorization

I am notifying the Town of Canmore that I wish to change the mailing address associated with my Town of Canmore Tax and/or Utility accounts. I understand that I am responsible for updating my mailing address directly with Alberta Land Titles.

Electronic Notifications: Please send my utility bill by email

If selected: I have read and understood the below Terms & Conditions associated with Electronic Notifications. Initial: _____

Apply online for a username and password to access your accounts via our web portal: www.canmore.ca/online-access

Printed Name _____ Date _____ Signature _____

Terms & Conditions, Electronic Notifications (if applicable)

- It is the responsibility of the applicant to ensure that their email address is kept current with the Town of Canmore Finance Department for all future correspondence. The Town of Canmore will not be responsible for the non-receipt of notifications due to an invalid email address or the applicant's server malfunction.
- Please be sure to add eBilling@canmore.ca to your safe sender list.
- Non-receipt of your notices does not exempt you from penalty due to late payment.
- Terms and Conditions are subject to change. The Town of Canmore will endeavour to notify clients of any amendments made to the terms and conditions of electronic notifications.

FOIP Notification:
 The Town of Canmore is collecting your personal information under the authority of section 33c of the Alberta Freedom of Information and Protection of Privacy Act. This information will be used for the purpose of administering property tax and utility accounts for the Town of Canmore. If you have any questions about the collection of your personal information, you may contact the Town of Canmore Property Tax Coordinator at 403.678.1506, 902 7th Ave, Canmore, AB, T1W 3K1.