



# Change of Use: Tourist Home to Residential Application Form

**A Change of Use Tourist Home to Residential application is required if:**

1. The property (or portion thereof) is currently designated as a Tourist Home under Canmore’s Land Use Bylaw, and
2. All legally registered owners choose to change the use of the property to Residential use, thus prohibiting the ability to rent the property out on a short-term basis.

**The Change of Use will be effective upon issuance of a Certificate of Conformance. Adjustment to the assessment code and taxation based on an approved Change of Use will take effect the following taxation (calendar) year. Property taxes will not be pro-rated for a Change of Use approved part way through the year.**

All applications shall be uploaded electronically via <https://canmore.ca/TouristHomes> The fees for conversion from Tourist Home to Residential will be waived until December 31, 2026.

Revised Oct 2024

<b>PROPERTY INFORMATION</b>	
Municipal Address	
Legal Address (this can be found on the Notice of Assessment or Tax Notice)	Tax Roll Number (5 digits)
Lot/Unit:                      Block:                      Plan:	

<b>APPLICANT INFORMATION (must be a legally registered owner of the property)</b>	
This application form must include the name and signature of <u>all</u> legally registered owners on Title. Applications that are missing owner information &/or signatures will be rejected.	
Applicant Name	Phone
Mailing Address	E-mail

<b>OWNER INFORMATION (names must be listed as legally registered with Alberta Land Titles)</b>	
Applicant/Owner #1 – Printed Name	Owner #3 – Printed Name
Owner #2 – Printed Name	Owner #4 – Printed Name

## DECLARATION

I / We declare that I am/We are the owner(s) of the land described above. I am/We are requesting to formally change the use of this property from Tourist Home to Residential. I / We acknowledge that by converting to Residential use I / We will no longer be permitted to rent the property on a short-term basis. In turn, this property will qualify for the Residential tax rate.

**By signing below, I/We confirm to have carefully read this declaration and agree to the terms within.**

Signature of Applicant/Owner #1	Date
Signature of Owner #2	Date
Signature of Owner #3	Date
Signature of Owner #4	Date