



Ministry of Finance

Property Transfer Tax Inquiries
 Victoria: 250 387-0604
 Vancouver: 604 660-2421
 Toll-free: 1 800 663-7867 and request a transfer to 387-0604
 Internet: www.sbr.gov.bc.ca/ptb

SPECIAL PROPERTY TRANSFER TAX RETURN

This return is used when an exemption from tax is claimed.

DATE
TAX PAID (to equal item F6 or G2)

Please Note:

- Refer to the instruction guide for assistance in completing this return.
- Please type or print legibly.
- Send your completed forms to the appropriate Land Title Office. For correct address and phone number, refer to: www.ltsa.ca/ltd_contact.htm
- **Photocopies of this return will not be accepted.**
- The information provided on this form may be shared for the purposes of administering the *Home Owner Grant Act* and the *Land Tax Deferment Act*.

Freedom of Information and Protection of Privacy Act (FOIPPA)

The personal information on this form is collected for the purpose of administering the *Property Transfer Tax Act* under the authority of both this Act and section 26 of the *FOIPPA*. Questions about the collection or use of this information can be directed to the Information and Privacy Analyst, FOI Section, PO Box 9432 Stn Prov Govt, Victoria, BC V8W 9N6. (Telephone: Victoria at 250 953-3671, Vancouver at 604 660-2421 or toll-free at 1 800 663-7867 and ask to be re-directed.) Email: FOI.QRYS@gov.bc.ca

A. PURCHASER / TRANSFEREE:		If insufficient space, tick <input type="checkbox"/> and attach details	
SURNAME	FIRST NAME	INITIAL	
SURNAME	FIRST NAME	INITIAL	
ADDRESS		B. CONTACT NAME AND MAILING ADDRESS: (if different)	
		CONTACT NAME	PHONE NO.
		MAILING ADDRESS	
POSTAL CODE		POSTAL CODE	
C. VENDOR / TRANSFEROR:		If insufficient space, tick <input type="checkbox"/> and attach details	
SURNAME	FIRST NAME	INITIAL	
SURNAME	FIRST NAME	INITIAL	

D. DESCRIPTION OF PROPERTY AND TRANSFER:

1. Effective date: YEAR MONTH DAY Date of interim agreement or contract: YEAR MONTH DAY

2. Transfer of: 1 VACANT LAND 2 LAND WITH IMPROVEMENTS (buildings or structures)

3. Property is: 1 RESIDENTIAL 2 RECREATIONAL 3 COMMERCIAL 4 FARM

4. Transaction is: 1 AGREEMENT FOR SALE 2 LIFE ESTATE 3 FORECLOSURE 4 LEASE *
 5 FEE SIMPLE 6 COURT ORDER 7 QUIT CLAIM 8 LEASE MODIFICATION AGREEMENT *
 9 AMALGAMATION 0 PREPAID LEASE *

*Indicate term in years, including any renewals:

5. Parcel Identifier Number _____ 6. Legal Description of Property _____

8. Civic Address of Property _____ Municipality _____ 9. What percentage interest in this property is being transferred in this transaction? _____ %

E. TERMS:

1. Cash					\$ _____	E1
2. Financing	AMORTIZATION PERIOD (MONTHS)	RENEWAL TERM (MONTHS)	INTEREST RATE (%)	PRINCIPAL AMOUNT		
a. New - first	_____	_____	_____	_____		
b. New - second	_____	_____	_____	_____		
c. Assumed	_____	_____	_____	_____		
d. Agreement for sale	_____	_____	_____	_____	TOTAL OF ITEMS 2a THRU 2d	E2
5. Other consideration paid or property taken in trade (details)	_____					E5
6. GROSS PURCHASE PRICE (TOTAL OF E1, E2, AND E5 ABOVE)					\$ _____	E6
7. Name and Branch Number of Lender	_____					

F. PROPERTY TRANSFER TAX CALCULATION – If claiming Exemption Code 05, 40, 41 or 42 where the size of the property is greater than 0.5 hectares, **or** the improvements are not entirely classified as residential, please complete Section J.

1. Fair market value of interest in property transferring \$ _____ F1

2. Exemption Code If Exemption Code 22, please provide Charitable Registration Number _____ F2

3. Taxable amount (F1 less F2) _____ F3

6. Tax at 1% of first \$200,000 and 2% on remainder equals Property Transfer Tax Payable _____ F6

G. TRANSITIONAL TAX CALCULATION: (Complete only if claiming Exemption Code 03 or 04)

1. Fair market value of property or interest in property (from line F1)	\$ _____	G1
2. TRANSITIONAL TAX PAYABLE [1/10 OF 1% OF FAIR MARKET VALUE (G1)]	\$ _____	G2

H. ALLOCATION OF GROSS PURCHASE PRICE (NON-RESIDENTIAL PROPERTIES ONLY):

1. Real property (land and buildings)	\$ _____	H1
2. Machinery, furniture, and equipment	_____	H2
3. Fixtures (as defined under the <i>Social Service Tax Act</i>)	_____	H3
4. Goodwill, quotas and other intangibles	_____	H4
5. Other - describe _____	_____	H5
6. GROSS PURCHASE PRICE (TOTAL OF H1 THRU H5 TO EQUAL E6)	\$ _____	H6

NOTE: Tax is payable under the *Social Service Tax Act* on the purchase of machinery, furniture and equipment (H2 above) and fixtures (H3 above)

I. ADDITIONAL INFORMATION:

1. a. If claiming Exemption Code 05, 06, 07, 18, 41 or 42, describe the relationship between the transferor and transferee (if common-law spouses, please indicate for how long). _____
(If insufficient space, please attach details.)
Note: To be considered as "common-law" spouses, one of the requirements is that you must be living together and must have lived together with another person in a marriage-like relationship for a continuous period of at least two years.
 - b. If claiming Exemption Code 05, 40, 41 or 42 is the property larger than 0.5 hectares (1.24 acres)? YES NO If YES, please state size: _____
(specify hectares or acres)
 - c. If claiming Exemption Code 05, 41 or 42, please indicate who resides on the property being transferred _____
and the length of time immediately before this transfer that the principal residence was occupied by that individual _____
YEARS MONTHS
Note: To be eligible for Exemption Code 05, one of the requirements is that either the transferor or the transferee must have occupied the property as their principal residence for a continuous period of at least six months immediately prior to the transfer.
 - d. For Exemption Code 40, please indicate who resided on the property being transferred immediately prior to the death of the deceased _____
 - e. If claiming Exemption Code 40 describe the relationship between the transferee and the deceased _____
 - f. If claiming Exemption Code 05, 06, 07, 15, 18, 41 or 42, on the date of registration, are you a Canadian citizen(s) or a permanent resident(s) as defined in the *Immigration and Refugee Protection Act (Canada)*? (If insufficient space attach details.) YES NO If YES, please provide your social insurance number _____
 YES NO If YES, please provide your social insurance number _____
3. If the gross purchase price (E6) differs from the fair market value (F1 or G1), indicate the reason for the difference
- | | | | | |
|--|--|---|--|--|
| <input type="checkbox"/> 1 CONVEYANCE ONLY | <input type="checkbox"/> 2 RELATED PARTY | <input type="checkbox"/> 3 SPECIAL INTEREST | <input type="checkbox"/> 4 DISTRESS SALE | <input type="checkbox"/> 5 FORECLOSURE |
| <input type="checkbox"/> 6 SALE OF PART INTEREST | <input type="checkbox"/> 7 TRADE | <input type="checkbox"/> OTHER _____ | | |
4. If the terms of this transaction include property taken in trade (E5), identify the property by providing

_____	LEGAL DESCRIPTION
_____	ADDRESS

J. PROPORTIONAL PRINCIPAL RESIDENCE EXEMPTION CALCULATION – If claiming Exemption Code 05, 40, 41 or 42 where the property is larger than 0.5 hectares (1.24 acres), or the improvements are not entirely classified as residential, please complete this section.

1. Value of improvements	_____	J1	6. Value of improvements classified as residential	_____	J6
2. Value of land	_____	J2	7. Land value portion eligible for exemption (see below)	_____	J7
3. Fair market value of property	_____	J3	8. Amount exempt from tax (J6 plus J7)	_____	J8
4. Size of property in hectares (see conversion factors below)	_____	J4	9. Percentage of ownership transferred	_____ %	J9
5. If property is larger than 0.5 hectares, then perform the following proportional land exemption calculation:			10. Partial Exemption (J9 % of J8)	_____	J10
				(TO F2)	
\$ _____	divided by	_____	times 0.5 =	_____	(TO J7)
(FROM J2)		(FROM J4)			

CONVERSION FACTORS To convert from square feet to hectares, multiply by .000093 0.5 hectares = 53,819.55 square feet
To convert from acres to hectares divide by 2.471 0.5 hectares = 1.24 acres

IMPORTANT – This portion of the return must be signed by the purchaser(s)/transferee(s).

I certify that the information given in this return is complete and correct in all respects.

SIGNATURE X	PHONE NO.	PHONE NO. (DAYTIME)	DATE SIGNED YYYY MM DD
SIGNATURE X	PHONE NO.	PHONE NO. (DAYTIME)	DATE SIGNED YYYY MM DD

Note – The information provided on this return may be verified by accessing relevant records held by the Insurance Corporation of British Columbia, the Home Owner Grant Office, BC Hydro, the Land Title and Survey Authority of British Columbia (LTSA), BC Assessment and other sources as required. Updated property information is provided to the LTSA, BC Assessment and Canada Revenue Agency.