Saskatoon – Assessment Information Request Form – 2025

Requested by: (Print Name) _____

Signed by: _____

Company Name & Corp. Position: _____

Date of Request: _____

Response times may vary depending on the size of the request and level of customization.

Requested Delivery Method (Check One) ☐ Email ☐ Prepaid Courier ☐ Fax (<6 pages) ☐ Mail

Fax Number:

Office Phone Number:

Cell Phone Number:

Property Roll Number: _____

Property Address: _____

(If more than one property, attach a list containing the above information.)

I have an interest in the property as a (check as applicable)

☐ Property owner
☐ Property manager
☐ Tenant occupying the property under a lease agreement
☐ Tax Agent* acting for the: ☐ Owner ☐ Tenant
☐ Other, Explain:_____

An authorization form from the owner or tenant is required if requesting confidential information

Describe Information Requested*
(Please ensure that requests are clearly stated)

	Check
1. **Property Attributes Card** (Physical Characteristics)	☐
2. **Building Sketch** (If Available)	☐
3. **Field Sheet** (Valuation Method)	☐
4. **Other** _____	

**Assessment & Valuation reserves the right to deny access to information deemed confidential or irrelevant to the subject property's assessment. A $10 charge will be applied for each requested document. Custom report preparation is subject to a rate of $150/hour.*

How does the information requested relate to the property assessment?

_____

Office Use Only

Sent by (Print Name): _____ Via _____

Date Sent:

Authorized by (Manager): [ ]

Send completed form to

Mail: Assessment & Valuation
222 3rd Ave N
Saskatoon SK S7K 0J5

Fax (306) 975-2891

Email assessmentsubmit@saskatoon.ca