



2025 SECONDARY SUITE NON RENTAL ANNUAL DECLARATION

This form is for the 2025 year ONLY. We do not accept partial year declarations or forms for prior years. Please note that ALL fields are required in order for the form to be processed.

Property Owner Name and Declarant

Phone Number

Property Address hereby referred to as "Premises"

Email Address

Number of Persons Regularly Occupying the Entire Property

Flat Rate Utility Account Number

INITIALS OR CHECKMARKS

Please read below and either check or initial the boxes to acknowledge you have read, understood, and agree to the following conditions. All boxes must be agreed to in order to process this declaration.

	1. I am a registered owner of and occupy the above noted Premises as my principle residence.
	2. I have been authorized by all other registered owners of the Premises to make this Annual Declaration, OR , I am the sole registered owner of the Premises.
	3. None of the registered owners of the Premises will rent (lease, licence, sublet, or any other accommodation arrangement for money or other consideration) any portion of the Premises on a short or long term basis at any time during the calendar year.
	4. Including false information in this Annual Declaration may result in the City of Delta cancelling any exemption granted and imposing additional utility fees plus applicable penalties.
	5. I will immediately notify the City of Delta by phone at (604) 946-3235 or email at taxation@delta.ca should any of the information set out in this Annual Declaration change.
	6. If the property is not installed with a water meter, I agree to the installation of a water meter at the Premises, in accordance with Delta Water Service Bylaw No. 7441, 2016, OR , the property is currently installed with a water meter.

Print Name or Signature of Property Owner and Declarant

Date

For Delta Staff Use Only - please stamp date this form was received

Please email the completed form to taxation@delta.ca. To verify that the form has been processed, please register for myCity at delta.ca/mycity. Allow up to 4 - 6 weeks for processing. This form must be received within the same calendar year to be applicable.