

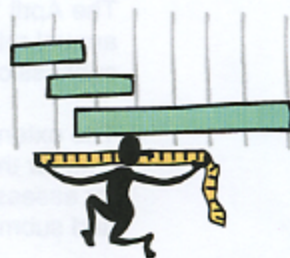
# Assessment Bulletin

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## ASSET News

As of March 31, over 230 municipalities are in the process of completing their assessment and property sales data loads into the ASSET system. This number represents about 1,160,000 parcels, or about 66 per cent of the total number of parcels in the province.



### ***ASSET funding timeline extended***

#### **May 17, 2004: Key date to qualify for funding**

Municipalities now have until May 17, 2004, to finish loading their assessment and property sales data into the ASSET system to qualify for ASSET funding.

This extension applies to municipalities that are loading their data directly into the ASSET system and to those that are providing their data to the department for loading into ASSET.

For a municipality to receive funding, the appointed assessor will need to provide the department (by fax or mail) with a signed Certificate of Completion. The certificate will state that the assessor has followed the legislation, regulations and applicable minister's guidelines in recording and reporting the assessment information. The Certificate of Completion is available on the department's Web site.

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#### **ASSET News**

Past issues of ASSET News are available on the Alberta Municipal Affairs' Web site for your convenience.



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Eligible municipalities can receive \$1 per parcel up to a maximum of \$150,000. The minimum level of funding that will be provided to a qualifying municipality is \$500.

Although municipalities have until May 17 to qualify for ASSET funding, the Certificate of Completion does not replace the annual return and assessor declaration.

### ***Legislated reporting and declaring timelines extended to June 1, 2004***

The April 1 legislated date for reporting and declaring 2004 annual returns and assessment audit information submissions has been extended to June 1.

The extension to June 1 is in place to provide additional time for the department to complete the audit tests, and for assessors to adjust their data loads to pass the tests and submit their annual return declarations.



### ***Minister's Guidelines***

The Alberta Assessment Quality Minister's Guidelines and the Recording and Reporting Information for Assessment Audit and Equalized Assessment Manual have been approved by the Minister.

The approved guidelines and manual are posted on our Web site at [www.municipalaffairs.gov.ab.ca](http://www.municipalaffairs.gov.ab.ca)

