



Non-Resident User Fee Refund Form

A non-resident user fee applies to all persons 5 years of age and older, who are not stakeholders in the Town of Bancroft or Carlow Mayo Township. A \$100.00 fee shall be paid by all persons upfront, and those who provide proof of tenancy or property ownership may apply for a refund. If outstanding fees, charges or taxes exist, the refund shall be applied to that debt first. In the case of outstanding taxes, the monies shall not be applied to the debt, unless the debt is from a prior calendar year. Fees shall be returned via cheque and shall be mailed out to the address listed below.

Section A - Person's Requesting Refund

Your Legal Name	
Secondary Adult Legal Name	
Youth 1 Full Legal Name	
Youth 2 Full Legal Name	

*if applying for additional refunds please attach a separate

Section B – Eligible Address

Please select one, and initial below:

- ☐ I certify that I am a Property Owner in the Town of Bancroft

Roll Number	
Property Address	
Legal Description (optional)	

- ☐ I certify that I am a Property Owner in Carlow Mayo Township

Roll Number	
Property Address	
Legal Description (optional)	

- ☐ I certify that I am a Tenant or Boarder in the Town of Bancroft/Carlow Mayo Township, living at:

Address:	
Lease/Boarding Agreement Attached (Required)	

Initial _____

I certify that all the persons listed in Section A live at the property described in Section B, for >6 weeks per year.

Mailing Address

Street Name & Number			
Town/City		Postal Code	

Signature _____

Date (dd/mm/yyyy) _____

OFFICE USE ONLY					
REFUND APPROVED	YES	NO	REFUND MAILED	YES	NO
STAFF SIGNATURE: _____			_____		
DATE (dd/mm/yyyy): _____			DATE (dd/mm/yyyy): _____		