

Municipal and Regional District Tax Program Requirements

APPENDIX 1.1

Please complete all MRDT application requirements and send to [MRDT@destinationbc.ca](mailto:MRDT@destinationbc.ca) in **one complete package** in PDF format.

# Appendix 1.1 Municipal and Regional District Tax Application Form

## Legal Name of Applicant: Designated Accommodation Area: Rate of Tax (up to 3%): Implementation or Renewal Date:

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| **Check when completed** | **Requirement** |
|  | *Five-year Strategic Business Plan (Appendix 1.2)* |
|  | *Evidence that funds from the tax are incremental to existing sources of tourism funds* |
|  | *Evidence of consultation and support as applicable, from local governments* |
|  | *Evidence of authority and request to impose the tax (e.g. Bylaw, resolution or letter requesting tax)* |
|  | *Certificate of incorporation, copies of articles of incorporation, constitution, and bylaws (eligible entities only)* |
|  | *Documentation of how the MRDT program, including revenue, will be administered (where applicable)* |
|  | *Evidence of consultation with tourism industry stakeholders* |
|  | *Accommodation Directory Form (Appendix 1.3)* |
|  | *Accommodation Sector in Support of Municipal and Regional District Tax Form (Appendix 1.4)* |
|  | *Confirmation of consultation with Destination British Columbia* |
|  | *Third party Authorization Form (Appendix 1.5, where applicable)* |
|  | *Disclosure of Information Authorization Form (Appendix 1.6)* |
|  | *Tourism Events Program Sponsorship Undertaking (3% applicants only) (Appendix 1.7)* |
|  | *Affordable Housing Plan (Appendix 1.8, where applicable)* |

By signing this application form, you certify that the information included in the application package is accurate, that all Municipal and Regional District Tax program requirements have been met, and that all required documents have been included in the application package.

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| Applicant’s Authorized Signing Authority Name | Applicant’s Authorized Signing Authority Title |
| Date | Applicant’s Authorized Signing Authority Signature |