

School Support Declarations and Statements – CORPORATE

In Saskatchewan, both separate and public school divisions receive a portion of the tax dollars that you pay to the municipality. The Separate School Division was established by members of the Roman Catholic faith. The Public School Division is available to all others.

Section 296.1 of *The Education Act, 1995* (the Act), requires that corporate property owners give notice of school support in the prescribed forms as attached. This is a legislated mandate and is not optional.

Should you fail to report your designation on one of the attached prescribed forms within two weeks from receipt of this documentation, the City will place designation of school support on the roll for your property based on the same ratio that the total assessment of persons who are assessed for the purpose of the separate school division is to the total assessment for the purposes of the public and separate school divisions as required by the Act. The attached documentation will be deemed received five (5) days from the mailing date as shown in the date section on each form.

In an effort to help clarify and simplify the completion of these documents, we provide the following explanation for your assistance. You will note that there are four (4) distinct and separate options. Your company is required to complete **one** of the four options.

Option A

- For corporations where the shareholders of the minority faith can be determined and the percentage is known.
- Must be authorized by a resolution of the board of directors.
- Any person who fraudulently gives notice or makes a false statement in a notice is guilty of an offense and is liable on summary conviction to a fine of not more than \$200.

Option B

- For corporations where there are shareholders of the minority faith and the percentage is unknown.
- Must sign the Statutory Declaration.

Option C

- For corporations where all or none of the shareholders are of the minority faith.
- Must sign the Statutory Declaration.

Option D

- For a corporation without share capital.
- Must be authorized by a resolution of the Board of Directors.
- Copy of resolution should accompany the completed forms.

You should be aware that the school divisions have the right to challenge the declaration that your company may file. Your company is also required by the Act to file a copy of the declaration with both school divisions. To ensure that this requirement is met and that the school divisions are aware of how your company is designating your school tax dollars, our department will forward copies of all corporate declarations to both school divisions.

I trust this will provide adequate clarification for you to be able to complete the appropriate page of the attached documentation. For corporations who will require more time to assemble their Board of Directors to pass the required resolution please contact our staff and ask for an extension to the two week period or if you have any other questions.

Yours truly,

City of Prince Albert
Taxation Department