



Ministry of
Small Business
and Revenue

Property Transfer Tax Inquiries

Victoria: 250 387-0604
Vancouver: 604 660-2421
Toll-free: 1 800 663-7867 and
request a transfer to 387-0604
Internet: www.gov.bc.ca/sbr

**FIRST TIME HOME BUYERS'
PROPERTY TRANSFER TAX RETURN**

Pursuant to the *Property Transfer Tax Act*

DATE
TAX PAID (to equal item F6)

Please Note:

- Refer to the instruction guide for assistance in completing this return.
- Please type or print legibly.
- Send your completed forms to the appropriate Land Title Office. For correct address and phone number, refer to: www.ltsa.ca/ltd_contact.htm
- **Photocopies of this return will not be accepted.**
- The information provided on this form may be shared for the purposes of administering the *Home Owner Grant Act* and the *Land Tax Deferment Act*.

Freedom of Information and Protection of Privacy Act (FOIPPA)

The personal information on this form is collected for the purpose of administering the *Property Transfer Tax Act* under the authority of both this Act and section 26 of the *FOIPPA*. Questions about the collection or use of this information can be directed to the Information and Privacy Analyst, FOI Section, Ministry of Small Business and Revenue, PO Box 9432 Stn Prov Govt, Victoria, BC V8W 9N6. (Telephone: Victoria at 250 953-3671, Vancouver at 604 660-2421 or toll-free at 1 800 663-7867 and ask to be re-directed.) Email: FOI.QRYS@gov.bc.ca

A. PURCHASER / TRANSFEREE: Number of purchasers acquiring an interest in the property with this transaction

If insufficient space, tick and attach details

SURNAME	FIRST NAME	INITIAL
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BIRTHDATE YYYY MM DD	SOCIAL INSURANCE NO.	Is this purchaser applying for a first time home buyer exemption? <input type="checkbox"/> YES <input type="checkbox"/> NO	If YES, percentage interest being acquired: <input type="text"/> %
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SURNAME	FIRST NAME	INITIAL
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BIRTHDATE YYYY MM DD	SOCIAL INSURANCE NO.	Is this purchaser applying for a first time home buyer exemption? <input type="checkbox"/> YES <input type="checkbox"/> NO	If YES, percentage interest being acquired: <input type="text"/> %
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MAILING ADDRESS	POSTAL CODE
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B. PREVIOUS ADDRESSES FOR THE LAST TWO YEARS: If insufficient space, tick and attach details

PURCHASER NO. 1	PURCHASER NO. 2 - IF DIFFERENT THAN PURCHASER NO. 1
POSTAL CODE	POSTAL CODE
How long did purchaser reside at this address?	How long did purchaser reside at this address?

C. VENDOR / TRANSFEROR:		
SURNAME	FIRST NAME	INITIAL
SURNAME	FIRST NAME	INITIAL

D. DESCRIPTION OF PROPERTY AND TRANSFER:

1. Date of completion of transaction / / (YEAR MONTH DAY) Date of interim agreement or contract / / (YEAR MONTH DAY)

2. Transfer of 1 VACANT LAND 2 LAND WITH IMPROVEMENTS (buildings or structures)

3. Property is 1 RESIDENTIAL 2 RECREATIONAL 3 COMMERCIAL 4 FARM

4. Transaction is 1 AGREEMENT FOR SALE 2 LIFE ESTATE 3 FORECLOSURE 4 LEASE *
 5 FEE SIMPLE 6 COURT ORDER 7 QUIT CLAIM 8 LEASE MODIFICATION AGREEMENT *
 9 PREPAID LEASE *

*Indicate term in years, including any renewals:

5. Parcel Identifier Number

6. Legal Description of Property

8. Civic Address of Property Municipality
Being Purchased

9. What percentage interest in this property is being transferred in this transaction? %

E. TERMS:

1. Cash					\$ _____	E1
2. Financing	AMORTIZATION PERIOD (MONTHS)	RENEWAL TERM (MONTHS)	INTEREST RATE (%)	PRINCIPAL AMOUNT		
a. New - first	_____	_____	_____	\$ _____		
b. New - second	_____	_____	_____	\$ _____		
c. Assumed	_____	_____	_____	\$ _____		
d. Agreement for sale	_____	_____	_____	\$ _____		
					TOTAL OF ITEMS 2a THRU 2d \$ _____	E2
5. Other consideration paid or property taken in trade (details) _____					\$ _____	E5
6. GROSS PURCHASE PRICE (TOTAL OF E1, E2 AND E5 ABOVE) Note: E2 must be 70% or greater of F1					\$ _____	E6
7. Name and Branch Number of Lender						

F. PROPERTY TRANSFER TAX CALCULATION:

1. Fair market value of property		\$ _____	F1
1a. Fair market value of the interest being acquired in this transaction (F1xD9)		\$ _____	F1a
2. Tax at 1% of the first \$200,000 reported on line F1a and 2% on the remainder		\$ _____	F2
3. If the size of the entire property is equal to or less than 0.5 hectares , and all of the improvements are residential, the percentage interest in the property being acquired by eligible first time home buyers claiming the exemption _____ % X F2 \$ _____ = \$ _____			F3
4. If the size of the entire property is larger than 0.5 hectares , or if some of the improvements are not residential, <u>complete section H</u> below PRINCIPAL RESIDENCE VALUE (H10) \$ _____ X F2 \$ _____ = \$ _____ FAIR MARKET VALUE (F1a) \$ _____			F4
5. If the fair market value of the entire property is greater than the applicable qualifying value (QV) (see condition 6 in the First Time Home Buyers' Instruction Guide), but less than the QV + \$25,000 F3 or F4 \$ _____ X (QV + 25,000 - F1) / 25,000 = \$ _____			F5
6. PROPERTY TRANSFER TAX PAYABLE (F2 minus F5 (if completed) or F3 or F4)		\$ _____	F6

G. ADDITIONAL INFORMATION:

- Is the property larger than 0.5 hectares (1.24 acres)? YES NO If YES, please indicate size (specify hectares or acres): _____
- On the date of registration are you a Canadian citizen(s) or a permanent resident(s) as defined in the *Immigration and Refugee Protection Act* (Canada)? YES NO
- If you have not continuously resided in British Columbia for at least one year immediately prior to the registration date, indicate in which of the 6 taxation years immediately prior to the registration date you filed income tax returns as a resident of British Columbia.
Purchaser No. 1 _____ Purchaser No. 2 _____ If insufficient space, tick and attach details
- Is there more than one improvement on the property (for example, 2 houses, or house and mobile home, etc.)? YES NO If YES, how many? _____
- a. Do the improvements contain a commercial portion? YES NO
b. If you answered YES to 5a., will it continue to be used as commercial? YES NO UNKNOWN
- If the gross purchase price (E6) differs from the fair market value (F1), indicate the reason for the difference
 1 CONVEYANCE ONLY 2 RELATED PARTY 3 SPECIAL INTEREST 4 DISTRESS SALE 5 FORECLOSURE
 6 SALE OF PART INTEREST 7 TRADE OTHER _____
- If the terms of this transaction include property taken in trade (E5), identify the property by providing
AREA _____ JUR _____ ROLL/FOLIO NUMBER _____ LEGAL DESCRIPTION _____
PARCEL IDENTIFIER _____ ADDRESS _____

H. PROPORTIONAL PRINCIPAL RESIDENCE CALCULATION:

Where the property is larger than 0.5 hectares (1.24 acres), or the improvements are not entirely residential, please complete this section.

1. Value of improvements	\$ _____	H1	6. Value of residential improvement	\$ _____	H6
2. Value of land	\$ _____	H2	7. Land value portion eligible (see below)	\$ _____	H7
3. Fair market value of property (H1 plus H2 to equal F1)	\$ _____	H3	8. Value of home and land (H6 plus H7)	\$ _____	H8
4. Size of property in hectares (see conversion factors below)	_____	H4	9. Total percentage ownership being transferred to first time home buyers claiming tax exemption	_____ %	H9
5. If property is larger than 0.5 hectares, then perform the following proportional land exemption calculation \$ _____ divided by _____ times 0.5 = _____ (FROM H2) (FROM H4) (TO H7)			10. Principal residence value (H9 % of H8)	\$ _____	H10

CONVERSION FACTORS To convert from square feet to hectares, multiply by .0000093 0.5 hectares = 53,819.55 square feet
To convert from acres to hectares divide by 2.471 0.5 hectares = 1.24 acres

IMPORTANT – This portion of the return must be signed by the purchaser(s)/transferee(s)

I certify that the information given in this return is complete and correct in all respects and declare that:

- I have read and understand the program requirements, including the ongoing requirements, as set out in the **First Time Home Buyers' Instruction Guide**, a copy of which has been provided to me;
- I am a Canadian citizen or permanent resident as defined in the *Immigration and Refugee Protection Act* (Canada);
- I have continuously resided in British Columbia for at least one year immediately prior to the date of this application, or have not continuously resided in British Columbia for that period but have filed income tax returns as a resident of British Columbia for 2 of 6 taxation years immediately prior to the date of this application;
- I have never been registered on title to a residence in which I resided; and
- I have not previously obtained a first time home buyers' exemption or refund.

SIGNATURE X	PHONE NO.	PHONE NO. (DAYTIME)	DATE SIGNED YYYY MM DD
SIGNATURE X	PHONE NO.	PHONE NO. (DAYTIME)	DATE SIGNED YYYY MM DD

Note – The information provided on this return may be verified by accessing relevant records held by the Insurance Corporation of British Columbia, the Home Owner Grant Office, BC Hydro, the Land Title and Survey Authority of British Columbia (LTSA), BC Assessment and other sources as required. Updated property information is provided to the LTSA, BC Assessment and Canada Revenue Agency.