

Eligibility & Requirements

This application can be submitted by email or mail to add or remove a property that you or your spouse own or rent, other than your home address in Ontario. You can also register online at eregistration.elections.on.ca.

This application can be used to:

- add a property to the Register; or
- remove a property from the Register.

To be eligible to add or remove a property, you must be:

- 18 years of age or older;
- a Canadian citizen; and
- an owner or tenant of the property in the municipality/Territory Without Municipal Organization (TWOMO); or
- the spouse of an owner or tenant of the property in the municipality/TWOMO.

To add a property, you will need to submit one piece of ID showing your name, **and** documentation proving property ownership or tenancy. If you are the owner or tenant of the property, the name on your ID must match the name appearing on your property documentation. If your spouse is the owner or tenant of the property, the name on the property documentation must match the information you provide about your spouse. To remove a property, you will need to submit one piece of ID showing your name.

Please refer to the list of accepted ID and the list of accepted property documentation included in this package.

The completed application and a copy of the accepted ID and/or property documentation can be submitted by:

email: voterslist@elections.on.ca

mail: Elections Ontario
Attention: Register
51 Rolark Drive
Toronto, ON M1R 3B1

Important Information

The Municipal Property Assessment Corporation (MPAC) is legislatively required to collect school support information. You can update your school board support through www.mpac.ca/schoolsupport.

Elections Ontario is committed to protecting the privacy and security of personal information. Information collected and maintained by Elections Ontario is only used for electoral purposes under the provisions of the *Election Act*.

If you have any questions, please contact Elections Ontario by:

email: voterslist@elections.on.ca

phone: 1.888.668.8683 (8:30 AM to 4:30 PM EST)

TTY: 1.888.292.2312

ID requirements for adding or removing a property from the Register

- To add a property other than your home address, you must include one piece of ID showing your name **and** documentation proving your or your spouse's property ownership or tenancy. You must provide proof of ownership or tenancy for **each** property you add.
- To remove a property, you must include one piece of ID showing your name.

Examples of government-issued ID

- Canadian Forces ID card
- Canadian passport
- Certificate of Canadian Citizenship
- Certificate of Indian Status (Status card)
- Certificate of Naturalization (issued before January 1, 1947)
- Citizenship card
- Firearms licence
- Nexus/FAST (Free and Secure Trade) card
- Old Age Security identification card
- Social Insurance Number confirmation letter
- Registration of birth abroad (issued between January 1, 1947 and February 14, 1977)
- Veteran Affairs Canada Health Care identification card
- Veteran's Service Card (NDI 75)
- Child tax benefit statement
- Income tax assessment notice
- Statement of Employment
- Insurance Benefits Paid T4E
- Statement of Old Age Security T4A (OAS)
- Birth certificate
- Marriage certificate
- Ontario health card
- Ontario driver's licence
- Ontario motor vehicle permit (plate or vehicle portion)
- Ontario photo card
- Property assessment notice from MPAC for home address
- Any other document from the Government of Canada/Ontario or its agency showing a person's name

Examples of other accepted documents showing name

- Any document showing a person's name issued by:
 - a municipality
 - a government agency
 - or certified by a court in Ontario
 - a Band Council in Ontario established under the *Indian Act* (Canada)
- Birth certificate from a Canadian province or territory
- Blood donor card
- Credit/debit card
- Diplomatic or special passport
- Employee card
- Hospital records (including hospital bracelets)
- Union card or professional licence
- Student card
- School admission letter
- School transcript or report card
- Tuition/fees statement
- Bank account or credit card statement
- Cancelled personalized cheque
- Cheque stub, pay receipt or T4 issued by a person's employer
- Insurance statement
- Residential mortgage, lease, or rental statement for home address
- Signed loan or financial agreement with a financial institution
- CNIB card or a card from another registered charitable organization that provides services to persons with disabilities
- Utility bill (hydro, water, gas, telephone, cable TV, public utilities commission) for home address

Property documentation requirements for adding a property to the Register

Examples of accepted documentation as proof of property ownership or tenancy in Ontario**Ownership**

- Mortgage statement
- Loan agreement or other financial agreement with a financial institution
- Property tax assessment or bill from a municipality in Ontario
- Property assessment statement from MPAC
- Property sale agreement
- Any other document proving a person's ownership of a property in Ontario issued by:
 - Government of Canada
 - Government of Ontario
 - a municipality
 - a government agency

Tenancy

- Lease or rental agreement
- Any other document proving a person's tenancy of a property in Ontario issued by:
 - Government of Canada
 - Government of Ontario
 - a municipality
 - a government agency

Current Applicant Information

Last Name	First Name
Middle Name(s)	Date of Birth
	Year Month Day

Current Spousal Information (if applicable)

Last Name	First Name
Middle Name(s)	Date of Birth
	Year Month Day

Applicant's Contact Information

Phone	Email
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Spouse's Contact Information (if applicable)

Phone	Email
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Home Address

My home address is in Ontario

My home address is outside of Ontario

Street Number	Street Name	Unit #
City, Municipality, Town or Village		Postal Code or Zip Code
Province, Territory, State or District		Country

Mailing Address (if different from home address)

Same as the home address

Street Number	Street Name	Unit #
City, Municipality, Town or Village		Postal Code or Zip Code
Province, Territory, State or District		Country

You must complete **one copy of this page for each property** you want to add or remove from the Register and return it with the required ID and/or property documentation.

Information about Additional Property

Select the purpose of this request:

Add Additional Property

Remove Additional Property

Applicant's connection to the property:

Owner

Spouse of Owner

Tenant

Spouse of Tenant

Enter the municipal address and/or the roll number of the property, which can be found on the property tax bill and the property assessment notice issued by MPAC.

Street Number Street Name Unit #

City, Municipality, Town or Village Postal Code

Roll Number

Declaration

I have included one piece of accepted ID showing my name; and
I am 18 years of age or older and a Canadian citizen.

Add property

I request that the mentioned property/properties be added to the Register; and
I have included documentation as proof of property ownership or tenancy.

Remove property

I request that the mentioned property/properties be removed from the Register.

I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

X

Signature Year Month Day

OFFICE USE ONLY

Proof of identity (ID) verified

Proof of Ownership or Tenancy (property documentation) verified

Date: Received Processed

Year Month Day Year Month Day

Processed By: Name Signature

Status of Application: Approved Rejected Elector ID