



PROPERTY ASSESSMENT APPEAL BOARD

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Notice to Profession

RE: Agent/Counsel Filed Appeals, Appellant Acknowledgement Letters

Beginning with appeals filed in 2021, the Property Assessment Appeal Board will send **acknowledgement letters** to appellants for any appeals filed on their behalf, including those filed by agents or counsel.

The Board is making this change in order to ensure all appellants have Board acknowledgment of appeals initiated on their behalf. Should an appellant contact the Board with questions about their representation, the Board may request the appellant complete an authorization form ([Form 10](#)) to confirm their agent's or counsel's representation. If a completed Form 10 is not returned from the Appellant, the Board may remove the agent or counsel from the appeal.

To avoid any unnecessary confusion among your clients and potential Form 10 obligations, it may be helpful to forewarn your clients that they will be receiving an acknowledgement letter from the Board. Please also ensure that any agent or counsel filed appeals contain the current email or mailing address for the appellant.

For further questions or information, please contact the Board at office@paab.bc.ca.

For the Board,

Simmi K. Sandhu
Chair

Enclosures