

# Tender Submission Requirements & Checklist

➔ A Tender, the deposit and the envelope containing your Tender must be submitted in exact accordance with the *Municipal Act*, 2001 and the Municipal Tax Sales Rules.

➔ In order to submit a Tender **that will not be rejected**, please follow the step-by-step directions below for each category in order to ensure that your Tender meets these requirements:

## Your Tender must:

- Be in **Form 7 – Tender to Purchase** as per O. Reg. 181/03, Form 7
- Be typewritten or legibly handwritten in ink
- Relate to **only one** parcel of land  
(If you want to bid on 5 properties, you need to submit 5 separate Tenders and 5 separate Deposits in 5 separate envelopes)
- Be addressed to the Treasurer or designate
- Be equal to or greater than the Minimum Tender Amount as shown in the advertisement
- Not include any term or condition not provided for in the Municipal Tax Sale Rules
- Be accompanied by a Deposit of at least 20% of the amount you Tender

## Your Deposit must:

- Be at least 20% of the amount you Tender calculated to 3 decimal points  
(If you Tender \$10,000, 20% of that amount rounded to 3 decimal points is \$ \$2,000.002, so your Deposit would need to be \$2,000.01) (*Carrocci v. The Corporation of the Township of McDougall*, [2004])
- Be made by way of money order or by way of bank draft or cheque certified by a bank or authorized foreign bank within the meaning of section 2 of the Bank Act (Canada), a trust corporation registered under the Loan and Trust Corporations Act or a credit union within the meaning of the Credit Unions and Caisses Populaires Act, 1994;

➔ Where two or more Tenders are equal, the Tender that was received by the Municipality earlier shall be deemed to be the Higher Tenderer

➔ If you are ascertained as the Higher Tenderer or the Lower (Second Highest) Tenderer, you will have 14 calendar days of the date the Municipality sends you Notice of this to pay the balance of the Tender owing, applicable land transfer tax, accumulated taxes and HST (if applicable) **or your Deposit will be forfeited to the Municipality and the property will be either offered to the Lower (Second Highest) Tenderer or may vest to the Municipality**

## Your Envelope must:

- Be completely sealed
- Indicate on it that it is for a Tax Sale
- Include a short description or municipal address of the land on it sufficient to permit the Treasurer to identify the parcel of land to which the Tender relates
- Relate to **only one** parcel of land

## Submitting your Tender

- ➔ Your Tender can be delivered in person, or sent by courier or by mail
- ➔ It must be received by the Municipality before 3:00 p.m. of the date of the Tax Sale

## Withdrawing your Tender

- ➔ The Municipality must receive your written request to withdraw your Tender before 3:00 p.m. local time on the date of the Tax Sale
- ➔ Your Tender will be opened at the same time as all other Tenders

## Cancelling a Tax Sale

- ➔ A Municipality can cancel a Tax Sale **at any time** before a Tax Deed or Notice of Vesting is registered  
(*Cunningham v. Front of Yonge (Township)* (2003))

If you **DO NOT** meet the exact requirements as set out above, **YOUR TENDER WILL BE REJECTED!**

**FORM 7**  
**TENDER TO PURCHASE**

*Municipal Act, 2001*

**The Corporation of the Town of Hanover**

<b>TO: NAME:</b>	<b>Christine Walker</b> <b>Director of Corporate Services and Treasurer</b>
<b>ADDRESS:</b>	<b>341 10th Street</b> <b>Hanover, ON N4N 1P5</b>
<b>TELEPHONE:</b>	<b>(519) 364-2780</b> <b>For all inquiries, please contact Jennifer Tersteegen, Deputy Treasurer-Tax Collector at Ext. 1224</b>

**Re: SALE OF:** (Description of Land)

1. I/we hereby tender to purchase the land described above for the amount of \$.....  
(..... dollars) in accordance with the terms and conditions of the *Municipal Act, 2001* and the Municipal Tax Sales Rules.
2. I/we understand that this tender must be received by the treasurer's office not later than 3:00 p.m. local time on December 11, 2024, and that in the event of this tender being accepted, I/we shall be notified of its acceptance.
3. I/we enclose a deposit in the form of a certified cheque/bank draft/money order for the sum of \$.....  
(..... dollars) in favour of the Corporation of the Town of Hanover representing 20 percent or more of the tendered amount which will be forfeited if I/we are the successful tenderer(s) and I/we do not pay the balance of the tendered amount, any taxes that may be applicable, such as a land transfer tax and HST, and any accumulated taxes within 14 days of the mailing of the notice by the treasurer notifying me/us that I/we are the successful tenderer.

This tender is submitted pursuant to the *Municipal Act, 2001* and the Municipal Tax Sales Rules.

Dated at ..... this ..... day of ..... , 2024 .

<b>Name of Tenderer</b>	<b>Name of Tenderer</b>
<b>Address of Tenderer</b>	<b>Address of Tenderer</b>
<b>Phone No. of Tenderer</b>	<b>Phone No. of Tenderer</b>
<b>Alternate Contact Information</b>	<b>Alternate Contact Information</b>
(Insert an additional contact number or email address at which you can be reached)	(Insert an additional contact number or email address at which you can be reached)

Personal Information contained on this form is collected pursuant to the *Municipal Act, 2001* and Regulations thereunder, will be used for the purposes of that Act. Questions should be directed to the Freedom of Information and Protection of Privacy Coordinator at the institution responsible for procedures under that Act.

**FORM 6**  
**SALE OF LAND BY PUBLIC TENDER**  
***Municipal Act, 2001***  
Ontario Regulation 181/03  
Municipal Tax Sales Rules

**THE CORPORATION OF THE TOWN OF HANOVER**

**Take Notice** that tenders are invited for the purchase of the land(s) described below and will be received until 3:00 p.m. local time on Wednesday, December 11, 2024, at the Municipal Office, 341 10th Street, Hanover, ON N4N 1P5.

The tenders will then be opened in public on the same day as soon as possible after 3:00 p.m. at the Municipal Office, Council Chambers, 341 10th Street, Hanover.

**Description of Lands:**

ROLL NO. 42 29 010 001 14000 0000, 431 9TH ST, HANOVER, PIN 37210-0145 LT, LT 3 RCP 827 HANOVER;  
HANOVER, FILE GYHR23-002

**Minimum Tender Amount: \$44,895.34**

According to the last returned assessment roll, the assessed value of the land is \$190,000.

ROLL NO. 42 29 020 001 09500 0000, 315 8TH ST, HANOVER, PIN 37209-0179 LT, LT 44 PL 742 HANOVER;  
HANOVER, FILE GYHR23-007

**Minimum Tender Amount: \$23,323.99**

According to the last returned assessment roll, the assessed value of the land is \$142,000.

Tenders must be submitted in the prescribed form and must be accompanied by a deposit of at least 20 per cent of the tender amount, which deposit shall be made by way of a certified cheque/bank draft/money order payable to the municipality.

**Except as follows, the municipality makes no representation regarding the title to, existing interests in favour of the Crown, environmental concerns or any other matters relating to the land(s) to be sold. Any existing Federal or Provincial Crown liens or executions will remain on title and may become the responsibility of the potential purchaser. Responsibility for ascertaining these matters rests with the potential purchasers.**

This sale is governed by the Municipal Act, 2001 and the Municipal Tax Sales Rules made under that Act. The successful purchaser will be required to pay the amount tendered plus accumulated taxes and any taxes that may be applicable, such as a land transfer tax and HST.

Effective January 1, 2023, in accordance with the Prohibition on the Purchase of Residential Property by Non-Canadians Act (SC 2022, c 10, s 235) (the "Act"), non-Canadians are now prohibited from purchasing residential property in Canada, directly or indirectly, pursuant with the terms as set out in the Act and Regulations under the Act.

Any non-Canadian who contravenes the Act, or any person who knowingly assists in contravening the Act is liable to a fine of up to \$10,000 and may be ordered that the property be sold, therefore it is highly recommended that any potential purchasers obtain independent legal advice to ensure they will not be in contravention of the Act.

It is the sole responsibility of the tenderers to investigate into the details of what constitutes a non-Canadian, residential property, any exceptions or exclusions, or any other matters or determinations relating to the Act. The municipality accepts no responsibility whatsoever in ensuring that any potential purchasers comply with the Act.

Non-Resident Speculation Tax (NRST) applies to the purchase price for a transfer of residential property located in Ontario which contains at least one and not more than six single family residences if any one of the transferees is a non-resident of Canada, foreign entity or taxable trustee.

The municipality has no obligation to provide vacant possession to the successful purchaser.

A copy of the prescribed form of tender is available on the website of the Government of Ontario Central Forms Repository under the listing for the Ministry of Municipal Affairs.

For further information regarding this sale and a copy of the prescribed form of tender contact:

Jennifer Terstege, Deputy Treasurer-Tax Collector  
The Corporation of the Town of Hanover  
341 10th Street  
Hanover, ON N4N 1P5  
(519) 364-2780 Ext. 1224  
jterstege@hanover.ca  
www.hanover.ca



# the tax team

## Tax Recovery Solutions

### Basic Property Details

<b>Municipality</b>	TOWN OF HANOVER	<b>Minimum Tender Amount</b>	\$44,895.34
<b>Region</b>	THE COUNTY OF GREY	<b>Property Identification No.</b>	37210-0145 LT
<b>Municipal Address</b>	431 9TH ST, HANOVER	<b>Assessment Roll No.</b>	42 29 010 001 14000 0000
<b>Closing Date</b>	NOVEMBER 20, 2024	<b>Municipal File No.</b>	GYHR23-002

<b>Legal Description</b>
LT 3 RCP 827 HANOVER; HANOVER

### Advanced Property Details

<b>Approximate Property Size</b>	44.00' x 138.00' (0.14 AC)
<b>Municipal Assessment Value</b>	190,000
<b>Annual Property Taxes</b>	\$3182.06
<b>Is there a House on the Property?</b>	Yes
<b>If No, is there a Seasonal Residence?</b>	
<b>Are there any Other Structures on the Property?</b>	Yes
<b>If Yes, what do the Structures Appear to be?</b>	Detached Garage
<b>Is this a Waterfront or Riverfront Property?</b>	No
<b>If Yes, what Body of Water?</b>	
<b>Is this Property Abutting any Crown Land?</b>	No
<b>What is the Closest Major Intersection?</b>	10 <sup>th</sup> St & 12 <sup>th</sup> Ave
<b>Are there any Nearby Amenities?</b>	

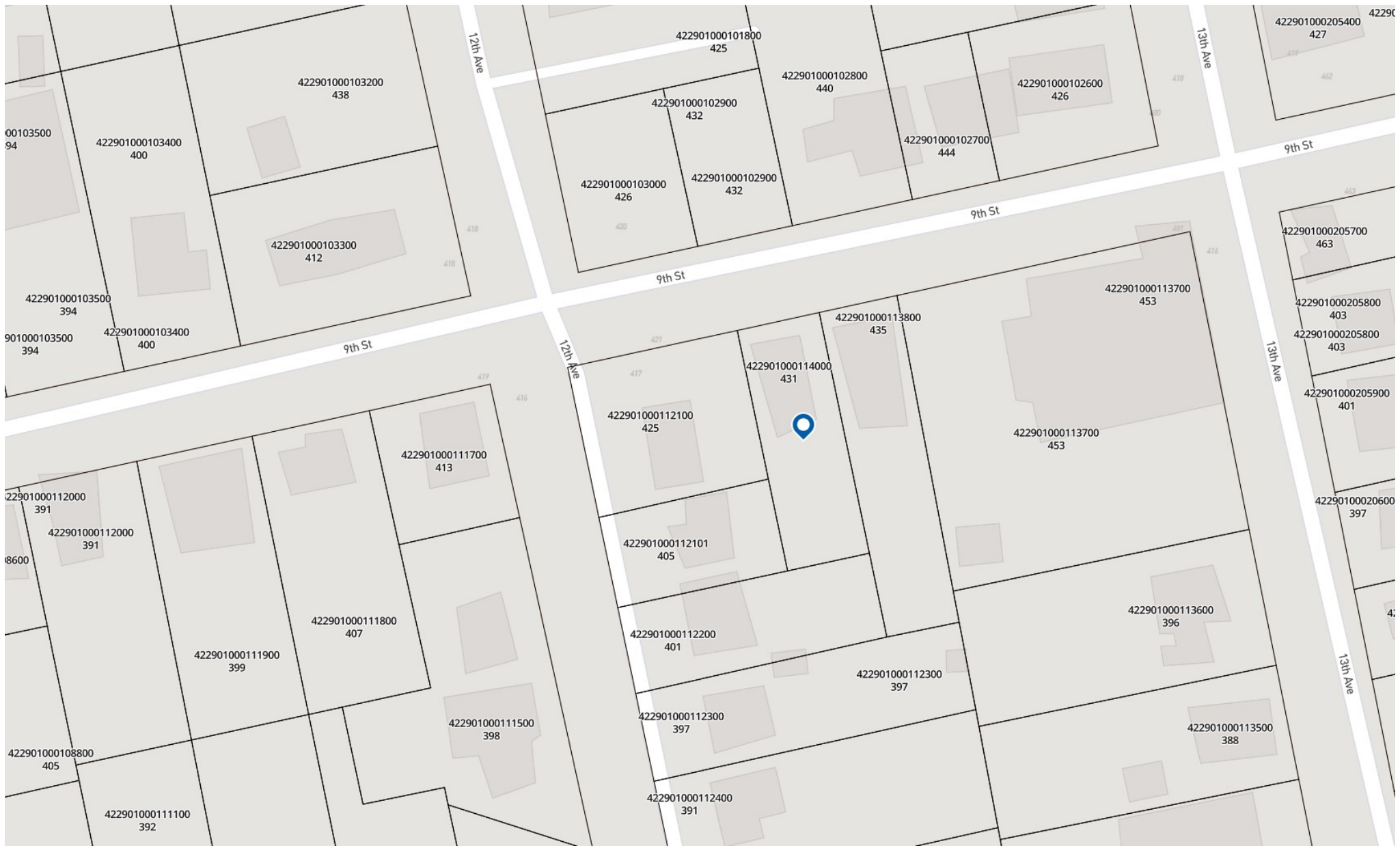
<b>Additional Information to include in Listing</b>

### Building & Planning Details

<b>Municipal Zoning Code</b>	C1
<b>Zoning Code Description (Please provide a short description)</b>	Downtown Commercial
<b>Can the Property be Re-Zoned?</b>	Yes – Planning Application Required
<b>Is a Building Permit Available?</b>	Yes
<b>Is a Demolition Permit Available?</b>	Yes
<b>Is the Property Subject to any Outstanding Work Orders?</b>	No
<b>Are there any Municipal Services Available at the Property?</b>	Yes – water and sewer service
<b>Is the Property Accessible by a Public or Private Road?</b>	Yes – public road access
<b>If No, Is the Property Accessible by a Right-of-Way?</b>	
<b>Is the Property Land Locked?</b>	No

### Building & Planning Contact Information

<b>Name:</b> Sandeep Kaur	<b>Title:</b> Junior Planner
<b>Telephone:</b> 519-364-2780	<b>Ext:</b> 1222
	<b>Email:</b> skaur@hanover.ca



# the tax team

## Tax Recovery Solutions

### Basic Property Details

<b>Municipality</b>	TOWN OF HANOVER	<b>Minimum Tender Amount</b>	\$23,323.99
<b>Region</b>	THE COUNTY OF GREY	<b>Property Identification No.</b>	37209-0179 LT
<b>Municipal Address</b>	315 8TH ST, HANOVER	<b>Assessment Roll No.</b>	42 29 020 001 09500 0000
<b>Closing Date</b>	NOVEMBER 20, 2024	<b>Municipal File No.</b>	GYHR23-007

<b>Legal Description</b>
LT 44 PL 742 HANOVER; HANOVER

### Advanced Property Details

<b>Approximate Property Size</b>	63.55' x 165.00' (0.24 AC)
<b>Municipal Assessment Value</b>	142,000
<b>Annual Property Taxes</b>	\$2,276.09
<b>Is there a House on the Property?</b>	Yes
<b>If No, is there a Seasonal Residence?</b>	
<b>Are there any Other Structures on the Property?</b>	Yes
<b>If Yes, what do the Structures Appear to be?</b>	Detached Garage
<b>Is this a Waterfront or Riverfront Property?</b>	No
<b>If Yes, what Body of Water?</b>	
<b>Is this Property Abutting any Crown Land?</b>	No
<b>What is the Closest Major Intersection?</b>	10 <sup>th</sup> St & 10 <sup>th</sup> Ave
<b>Are there any Nearby Amenities?</b>	

<b>Additional Information to include in Listing</b>

### Building & Planning Details

<b>Municipal Zoning Code</b>	R1
<b>Zoning Code Description (Please provide a short description)</b>	Residential
<b>Can the Property be Re-Zoned?</b>	Yes – Planning Application Required
<b>Is a Building Permit Available?</b>	Yes
<b>Is a Demolition Permit Available?</b>	Yes
<b>Is the Property Subject to any Outstanding Work Orders?</b>	No
<b>Are there any Municipal Services Available at the Property?</b>	Yes – water and sewer service
<b>Is the Property Accessible by a Public or Private Road?</b>	Yes – public road access
<b>If No, Is the Property Accessible by a Right-of-Way?</b>	
<b>Is the Property Land Locked?</b>	No

### Building & Planning Contact Information

<b>Name:</b> Sandeep Kaur	<b>Title:</b> Junior Planner	
<b>Telephone:</b> 519-364-2780	<b>Ext:</b> 1222	<b>Email:</b> skaur@hanover.ca



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Holy Family Church

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# TAX SALE

## SEALED TENDER

**To:** **Christine Walker**  
**Director of Corporate Services and Treasurer**  
Town of Hanover  
341 10th Street  
Hanover, ON N4N 1P5

### Tender Received

Date: \_\_\_\_\_

Time: \_\_\_\_\_

(Municipal Use Only)

### Important Municipal Notice:

#### This Envelope Must...

Be Date and Time Marked when Received

Be Completely Sealed when Received

**NOT** be Accepted after: **3pm on December 11, 2024**

Please provide above, the legal description or municipal address of the land sufficient to permit the treasurer to identify the parcel of land to which this tender relates

## SALE OF LAND BY PUBLIC TENDER