

Accurate MPAC assessments help ensure property owners **like you** pay their **fair share** of property taxes — and **nothing more**.

## We're here to help

The Municipal Property Assessment Corporation (MPAC) is responsible for assessing and classifying more than five million properties in Ontario in compliance with the *Assessment Act* and regulations set by the Government of Ontario. Every four years, we conduct a province-wide Assessment Update and mail Property Assessment Notices to every property owner in Ontario.



Your Property.  
Our Assessment.  
Know More About It.

### Still have questions?

Visit [mpac.ca](http://mpac.ca) or [aboutmyproperty.ca](http://aboutmyproperty.ca)

OR

Call 1 866 296-MPAC (6722)  
TTY 1 877 889-MPAC (6722)

If you have accessibility needs, please let our representatives know how we can assist you.



MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION

Small Commercial  
and Industrial Properties

Your Business Property.  
Our Assessment.  
Know More About It.



MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION

# Assessing Ontario's Small Commercial and Industrial Properties

MPAC undertakes extensive analysis to determine property values.



## Valuation methodology

We use one of three recognized approaches to determine a property's value, depending on its use and how often similar properties are sold on the open market.

- ◆ Properties bought and sold on the basis of their income-producing potential such as shopping centres and office buildings are valued using the **income approach**. This approach assumes the value of a property is directly related to the income, less operating expenses, it will generate.
- ◆ The **cost approach** assigns value based on the cost of replacing the existing structures, adjusting the value for any depreciation and adding the value of underlying land. Examples of properties valued using this approach include industrial properties, free-standing restaurants, car dealerships, small retail and service stations.
- ◆ Smaller commercial properties in Toronto and commercial condominiums across the province are valued using the **direct comparison approach**. This approach looks at sales of comparable properties in the area and key features that affect market value.



## Data collection

MPAC reviews information gained through land title documents, building permits, on-site property inspections, sales transactions and communication with property owners.

For income-producing properties, we also collect rental, income and expense information from property owners each year through our Property Income and Expense Return (PIER) program to accurately assess and classify these properties.



## Classification

MPAC classifies properties based on regulations set by the Government of Ontario. A property may belong to more than one class – for example, a retail store with an apartment located above it. In this case, MPAC apportions the property's assessed value into the appropriate property classes, so municipalities – which set property tax rates – can apply the correct rate to each portion.

For more information about how we assess small commercial and industrial properties, visit [mpac.ca](http://mpac.ca) or [aboutmyproperty.ca](http://aboutmyproperty.ca).

## When you receive your Property Assessment Notice...

- 1 Review your Property Assessment Notice carefully to make sure the information is correct. If a factual error has been made, we will correct it.
- 2 For information on how MPAC assessed your property and to compare it to others in your area, login to [aboutmyproperty.ca](http://aboutmyproperty.ca) using the Roll Number and Access Key on your Property Assessment Notice.
- 3 If you disagree with MPAC's assessment or classification of your property, you can file a Request for Reconsideration (RfR) with MPAC or an appeal with the Assessment Review Board (ARB). Your deadlines to file an RfR and appeal are printed on your Property Assessment Notice.

### Authority to collect information

MPAC's request for rental, income and expense information is authorized under section 11 of the *Assessment Act*.

MPAC is committed to protecting your personal information. We are prevented from the unauthorized disclosure of this and other information under the provisions of section 53 of the *Assessment Act* and the *Municipal Freedom of Information and Protection of Privacy Act*.

For more information, go to [mpac.ca](http://mpac.ca).

