Regulations and other Acts

M.O., 2020

Order number 2020-12 of the Minister of Transport dated 28 July 2020

An Act respecting the Autorité régionale de transport métropolitain (chapter A-33.3)

By-law to amend the By-law respecting transportation dues regarding the Réseau express métropolitain

THE MINISTER OF TRANSPORT,

Considering the first paragraph of section 97.2 of the Act respecting the Autorité régionale de transport métropolitain (chapter A-33.3), which provides that the Autorité régionale de transport métropolitain may, by by-law, make subject to the payment of transportation dues any work exceeding \$782,308 in value and carried out to erect a building, modify a building, including redeveloping or rebuilding it, or increasing its floor area, or change the use of a building;

Considering the first paragraph of section 97.3 of the Act, which provides that a by-law made under the first paragraph of section 97.2 of the Act must determine the zones within which work is subject to dues, which zones must correspond to those identified in accordance with section 97.1 of the Act, set the rate of the dues, which may vary according to the distance between the work or buildings subject to the dues and a shared transportation service, the classes of work and buildings prescribed by the by-law, the different zones and locations inside zones, in particular to promote densification and revitalization, prescribe the method for delimiting the floor area covered by the work, list the elements considered in determining the value of the work, prescribe the terms and conditions governing the collection and reimbursement of dues, and prescribe the terms and conditions governing the management of dues by the collecting municipalities;

Considering the second paragraph of section 97.3 of the Act, which provides that some of the work may be made subject to the payment of transportation dues even if it is carried out on an immovable only partly situated in a zone determined under subparagraph 1 of the first paragraph of that section;

Considering the third paragraph of section 97.3 of the Act, which provides that the rate of the dues and the method for delimiting the floor area covered by the work may vary according to criteria promoting sustainable land development and such a rate may also be adjusted by operation of law according to the method prescribed by the by-law, if applicable;

Considering the first paragraph of section 97.4 of the Act, which provides that, before making a by-law under the first paragraph of section 97.2 of the Act, the Authority must consult the Communauté métropolitaine de Montréal and Municipalité régionale de comté de la Rivière-du-Nord;

Considering the first paragraph of section 97.5 of the Act, which provides that a by-law made under the first paragraph of section 97.2 of the Act may not be posted or published in accordance with section 97.4 of the Act or come into force unless it has been approved, with or without amendment, by the Minister of Transport;

Considering that, by resolution 20-CA(ARTM)-39 dated 22 May 2020, the Authority has identified the zones in its area of jurisdiction that lend themselves to the coordination of urbanization and the shared transportation services it finances, even in part, through the imposition of transportation dues;

CONSIDERING that the Authority has consulted the Communauté métropolitaine de Montréal and Municipalité régionale de comté de la Rivière-du-Nord before making the By-law to amend the By-law respecting transportation dues regarding the Réseau express métropolitain;

CONSIDERING that, by resolution 20-CA(ARTM)-40 dated 22 May 2020, the Authority made the By-law to amend the By-law respecting transportation dues regarding the Réseau express métropolitain;

Considering that it is expedient to approve the By-law with amendments;

ORDERS AS FOLLOWS:

That the By-law to amend the By-law respecting transportation dues regarding the Réseau express métropolitain, attached to this Order, be approved.

Québec, 28 July 2020

François Bonnardel, Minister of Transport

By-law to amend the By-law respecting transportation dues regarding the Réseau express métropolitain

An Act respecting the Autorité régionale de transport métropolitain (chapter A-33.3, s. 97.2 and 97.3)

- **1.** Section 4 of the By-law respecting transportation dues regarding the Réseau express métropolitain (chapter A-33.3, r. 2) is modified:
- (1) by replacing subparagraph 2 thereof by the following:
- "(2) Rebuild a building except for floor area reconstruction following a fire, flood or other natural disaster that occurred in the preceding 24 months;"
- (2) by replacing subparagraph 4 thereof by the following:
- "(4) Redevelop a building in connection with a change in use, even partial, consisting in a change from one of the following 5 classes, described in Schedule D to this regulation:
 - (a) housing;
- (b) commerce and services/office/tourism accommodations or meeting venues;
 - (c) collective or institutional installations;
 - (d) industry;
 - (e) parking."
- (3) by adding the following paragraphs after the first paragraph:

"For the application of this regulation, and subject to the provisions of the third paragraph, any use of a building or portion of a building is to be categorized in either one of the classes listed in subparagraph 4 of the first paragraph.

If a building or a portion of a building is vacant or unused, its use is deemed to correspond to the class, among those listed in subparagraph 4 of the first paragraph, of the most recent use carried out in the relevant building or portion of building. Where a building has never been used, its initial fit up is not subject to subparagraph 4 of the first paragraph".

2. Subparagraph 1 of section 5 of the said regulation is replaced by the following:

"fees for supplying and installing all material and equipment integrated into the building, including the material and equipment relating to architecture, structure, mechanics and electricity, but not including fees for supplying and installing devices used in connection with an industrial process or industrial production nor fees for supplying and installing equipment aimed at making the building free from obstacles or barriers for persons with a mobility impairment;"

- **3.** The first paragraph of section 11 of the said regulation is modified by the replacement of "in Minister's Order 2018-03 dated March 22, 2018" with "in Resolution 20-CA(ARTM)-39 of the Autorité régionale de transport métropolitain dated May 22, 2020".
- **4.** This regulation is modified to include, after the section 16, the following:
- **"16.1.** Any refund application must be transmitted by the municipality that collected the transportation dues to the Autorité régionale de transport métropolitain by using the form set out in Schedule F to this regulation and attaching all information requested."
- **5.** The said regulation is modified by inserting, after section 19, the following chapter:

"CHAPTER VI.1

TRANSITORY PROVISIONS

DIVISION 1

MODIFICATION OF ZONES LENDING THEMSELVES TO COORDINATION OF URBANIZATION AND SHARED TRANSPORTATION SERVICES MADE ON (insert the date at which the regulation will come into force)

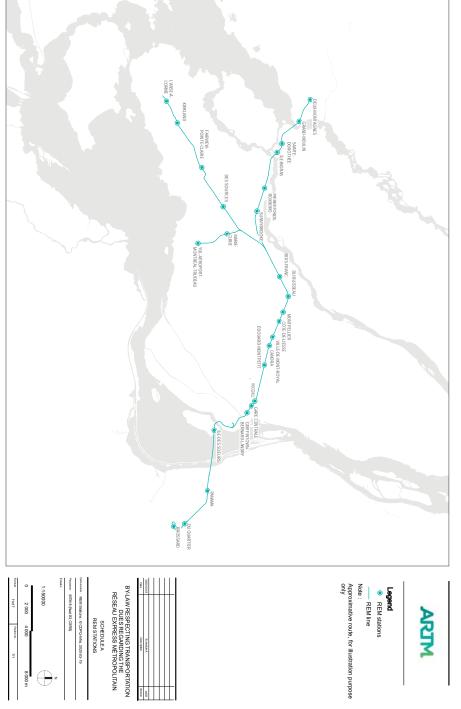
19.1. Any person who, between May 1st, 2018 and (insert the date at which the regulation will come into force), has paid an amount in payment of the transportation dues in respect of work carried out to a building which, as at (insert the date at which the regulation will come into force), is no longer situated within a zone described in chapter III of this regulation, may, subject to the provisions of this division, receive a refund of the amount paid as transportation dues. This right to a refund is prescribed by three (3) years following the (insert the date at which the regulation will come into force).

19.2. Any person who is entitled to a refund in accordance with the provisions of section 19.1 must submit a complete refund application, using the form set out in Schedule F to this regulation and attaching all information requested, to the municipality having collected the transportation dues at the latest on the (insert the day that precedes the third anniversary of the regulation's entry into force).

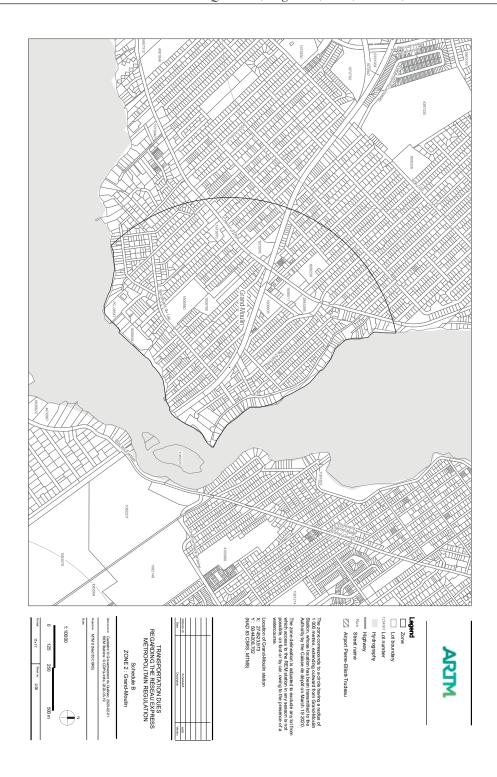
Once the municipality determines that the location of the building referred to in the application is no longer situated within a zone described in chapter III of this regulation as at (insert the date at which the regulation will come into force), the municipality authorizes the refund application and informs the Autorité régionale de transport métropolitain, who refunds the transportation dues."

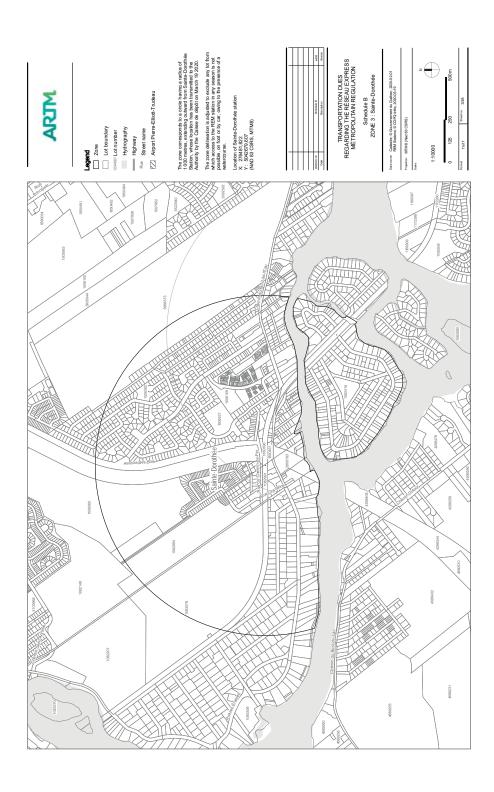
- **6.** Schedule A, B, C, D and E of the said regulation are replaced by schedule A, B, C, D, E and F attached hereof.
- 7. The present regulation comes into force on (insert the date of the 15th day following the publication of the regulation in a newspaper distributed on the territory of the Autorité régionale de transport métropolitain).

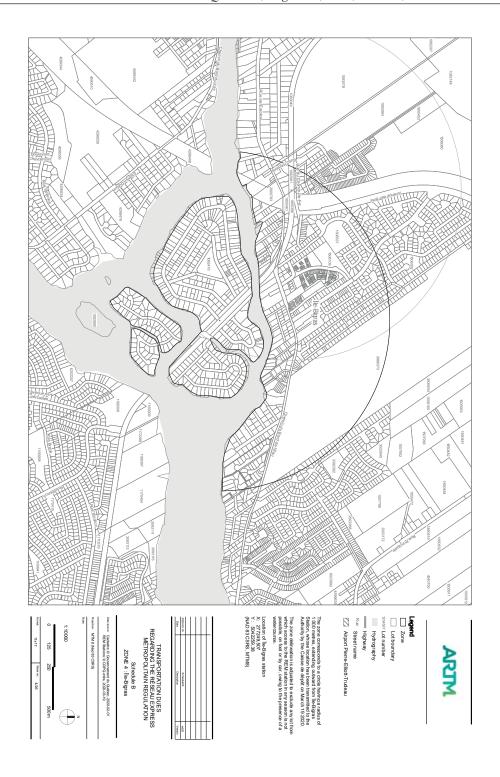


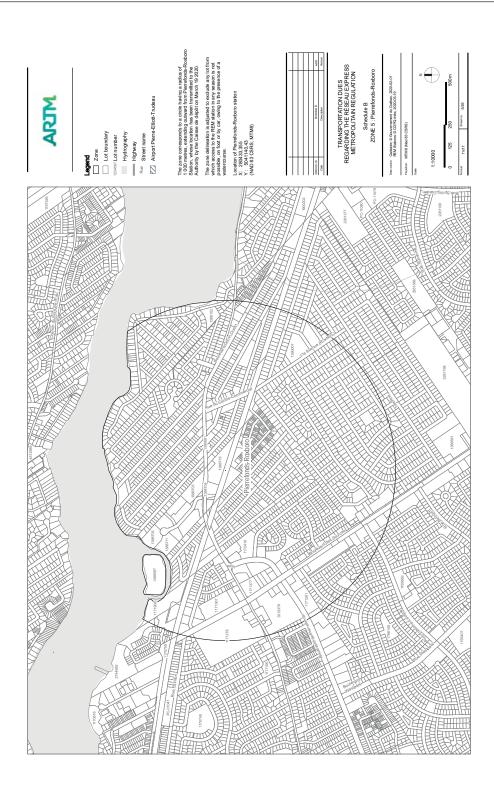


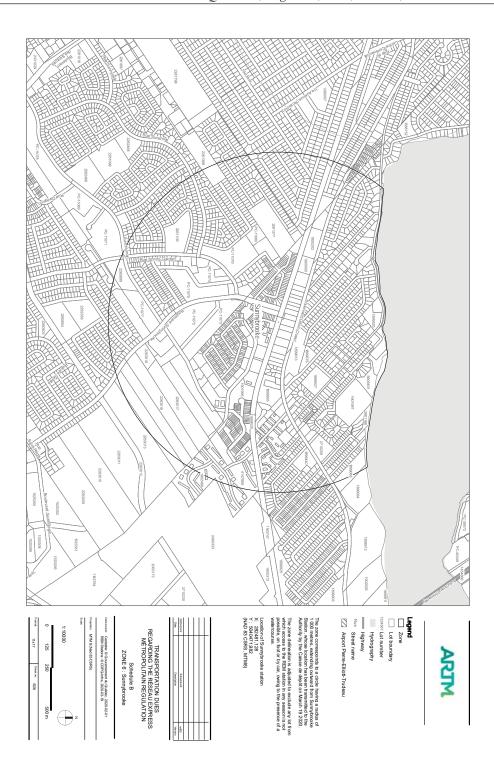
TRANSPORTATION DUES REGARDING THE RÉSEAU EXPRESS MÉTROPOLITAIN REGULATION ARIM SCHEDULE B – ZONES

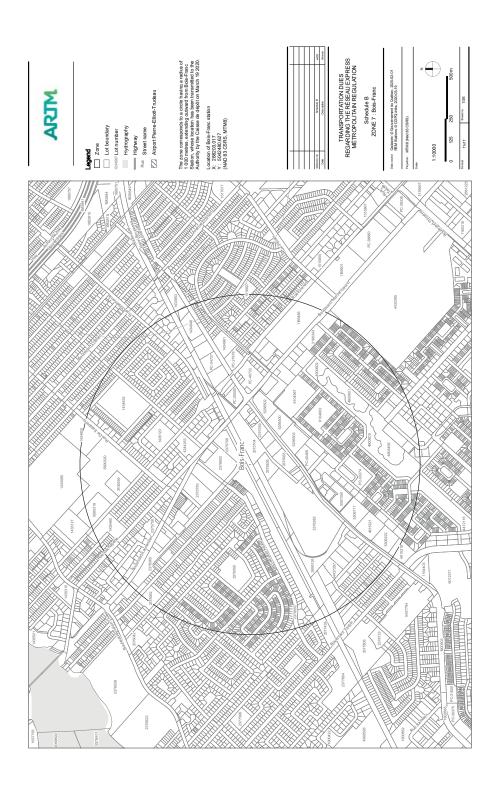


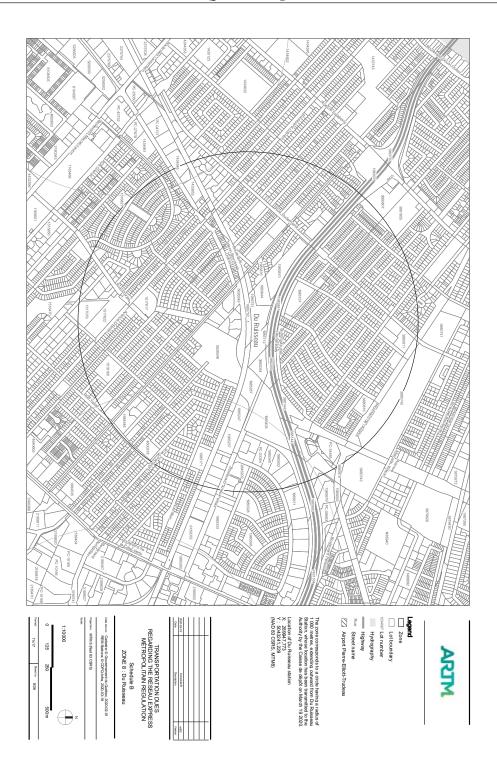


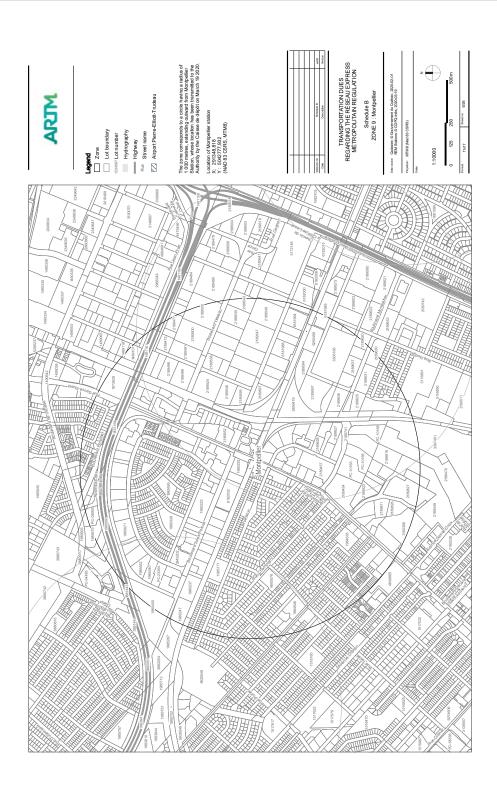


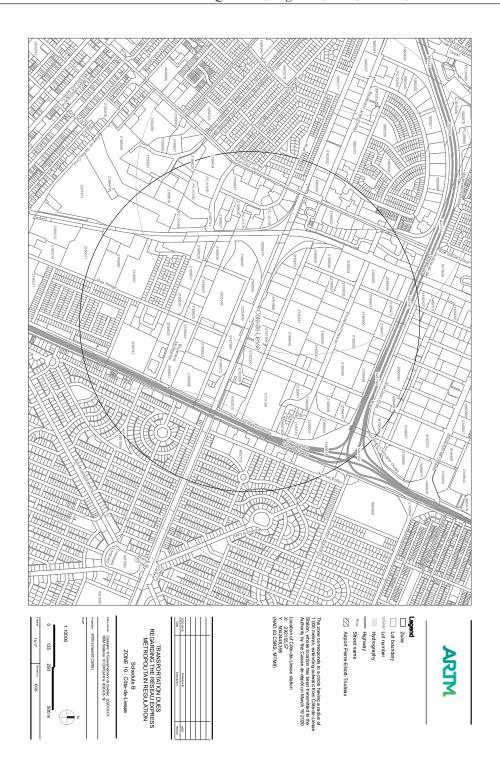


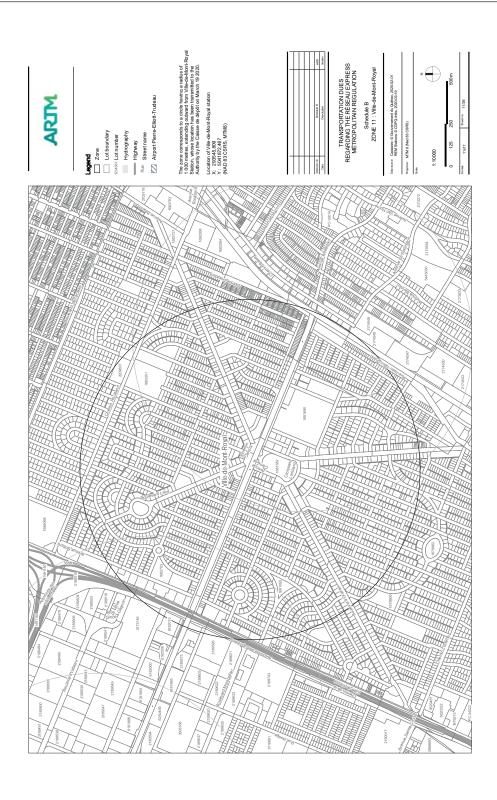


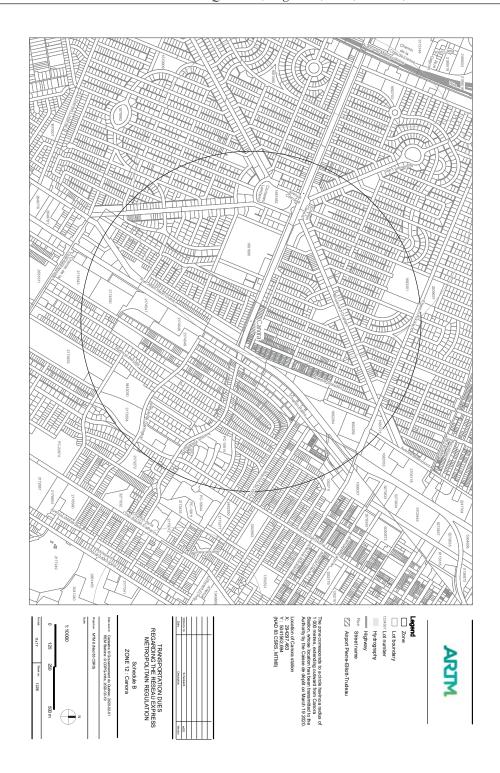


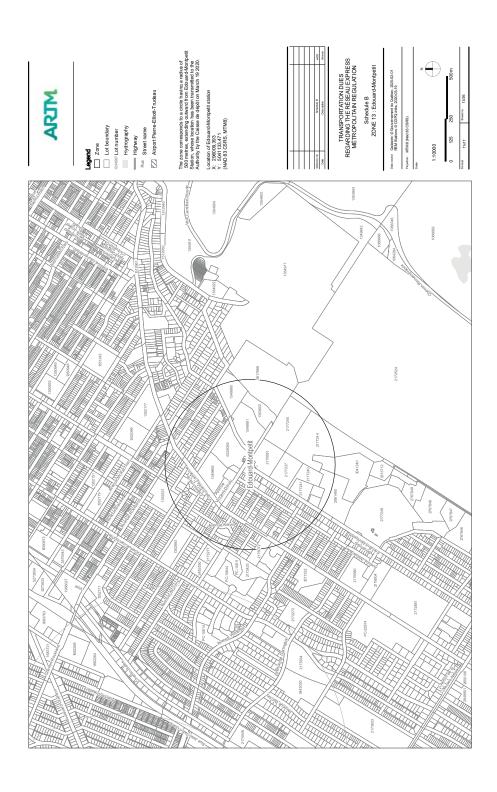


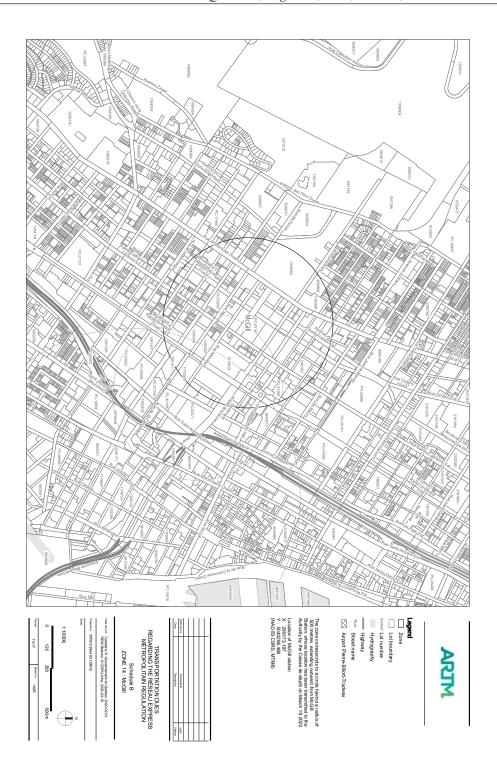


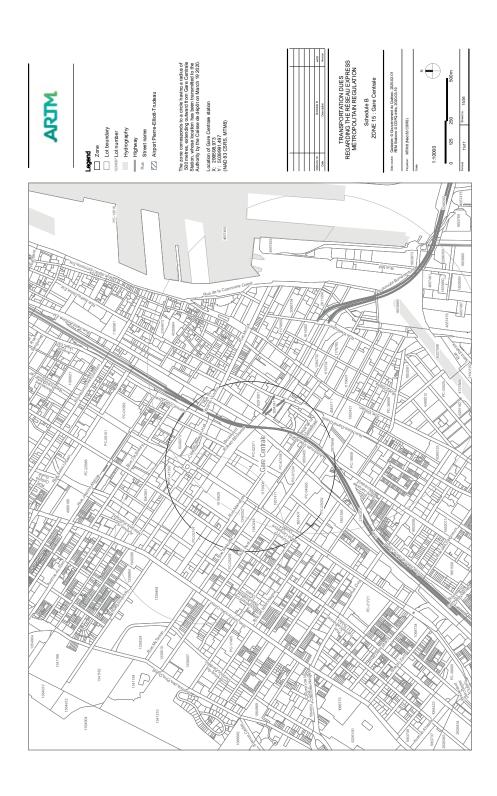


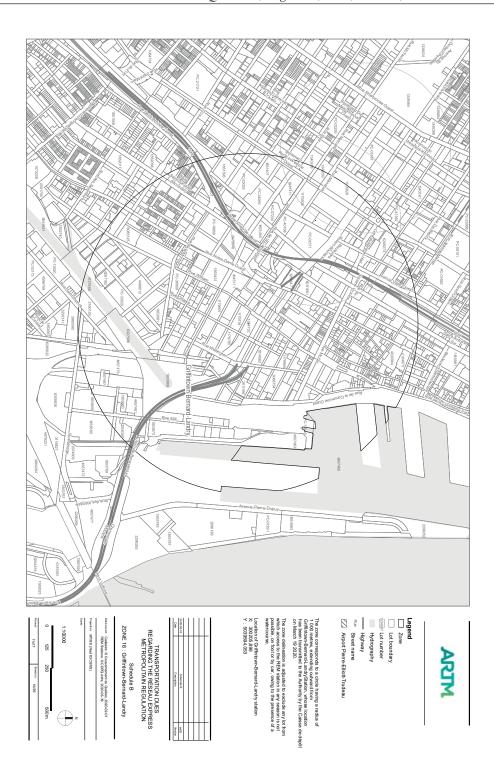






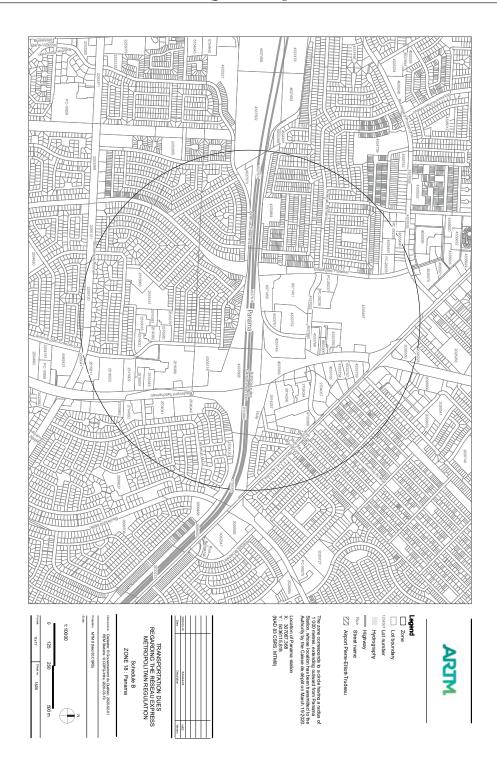


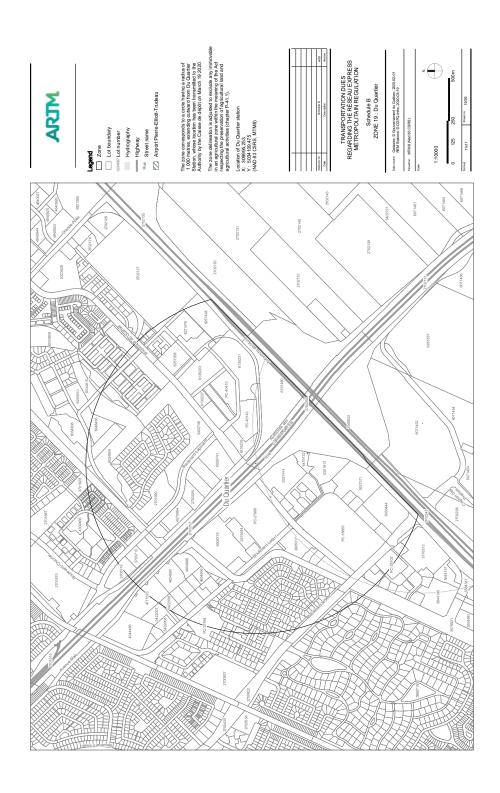


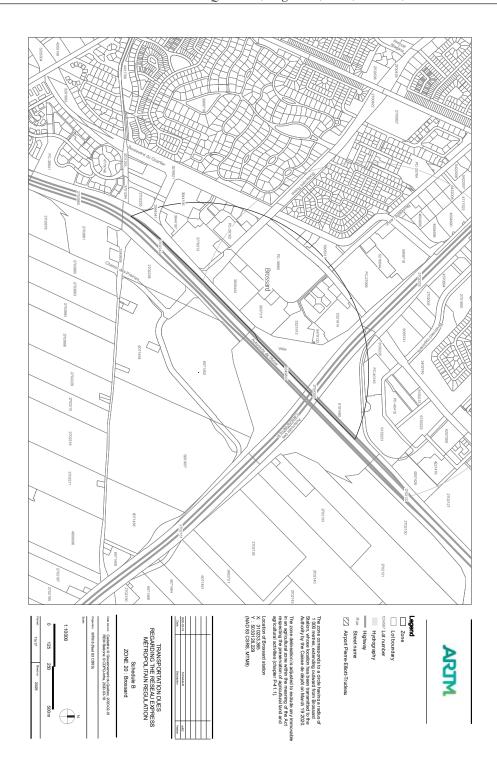


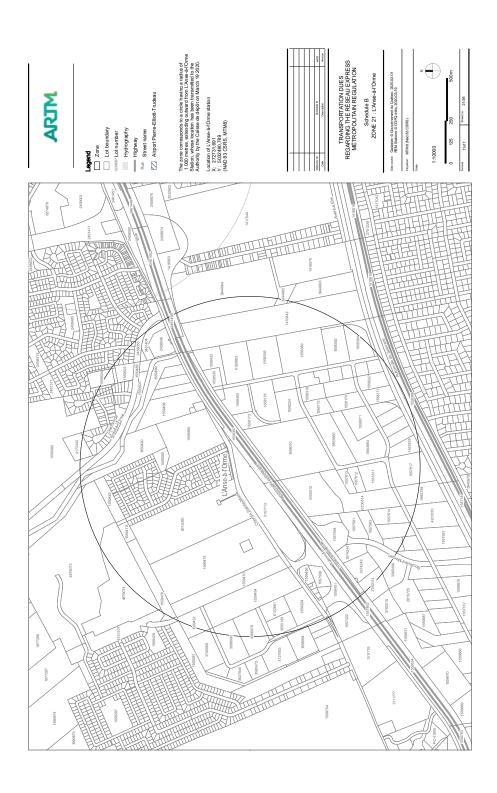


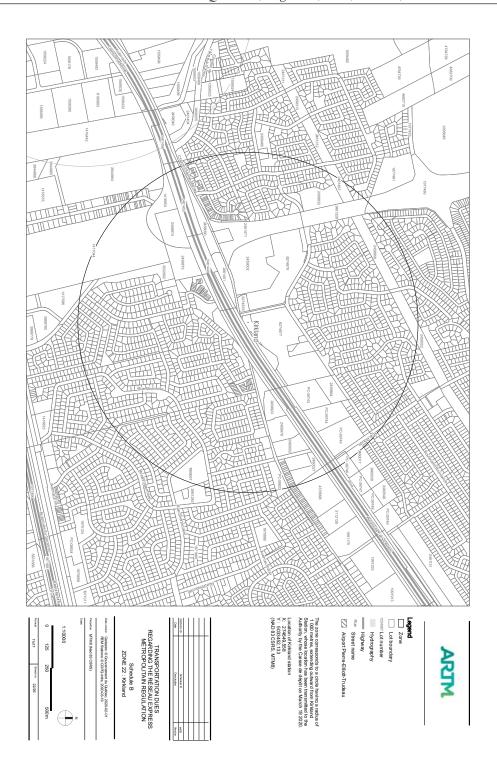


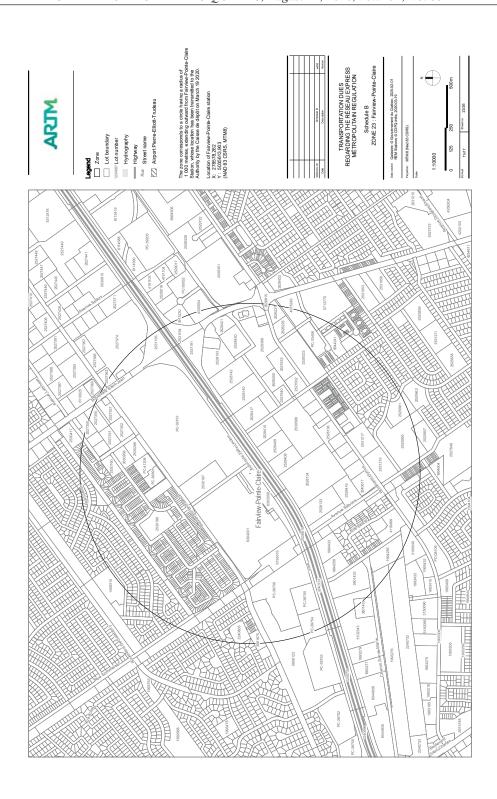


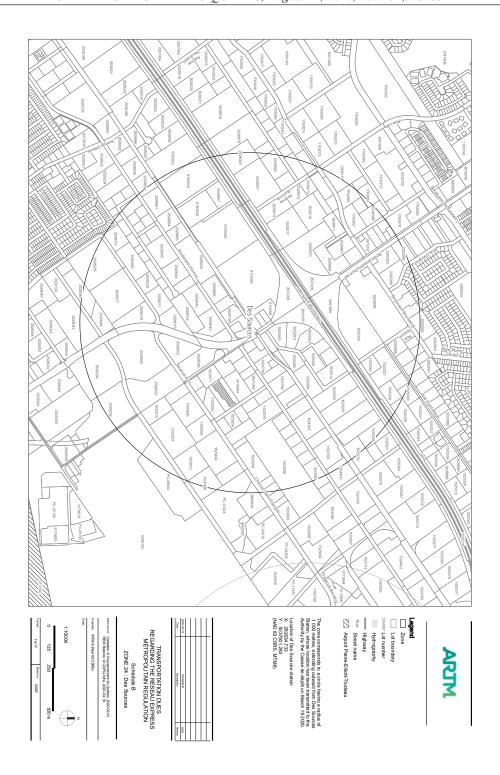


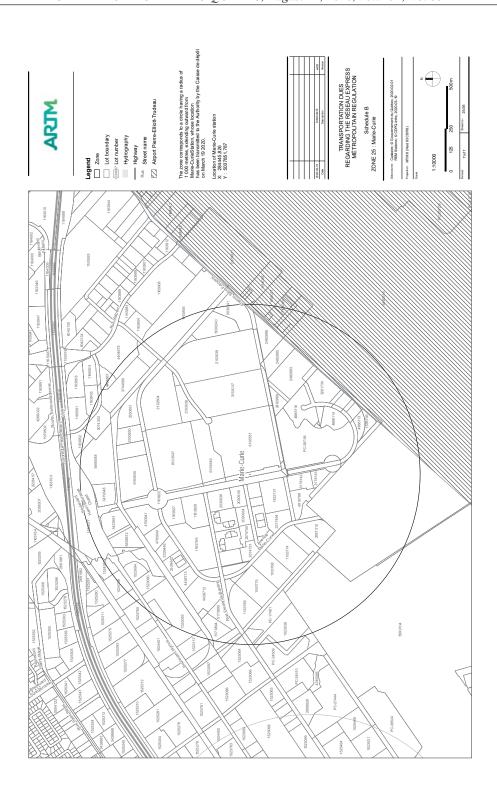


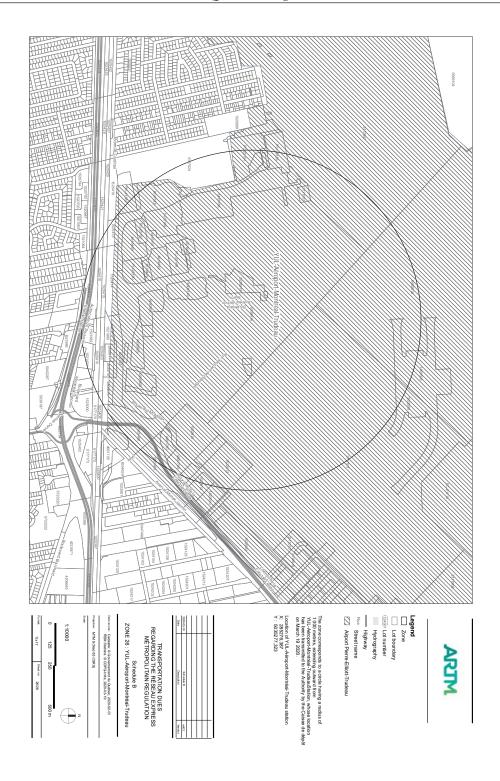












SCHEDULE C

RATE OF TRANSPORTATION DUES PER SQUARE METER OF AREA OF WORK SUBJECT TO PAYMENT OF DUES

(s. 3)

Zone	Rate
Station Deux-Montagnes	111,00 \$
Station Grand-Moulin	111,00 \$
Station Sainte-Dorothée	111,00 \$
Station Île-Bigras	111,00 \$
Station Pierrefonds-Roxboro	111,00 \$
Station Sunnybrooke	111,00 \$
Station Bois-Franc	111,00 \$
Station Du Ruisseau	111,00 \$
Station Montpellier	111,00 \$
Station Côte-de-Liesse	111,00 \$
Station Ville-de-Mont-Royal	111,00 \$
Station Canora	111,00 \$
Station Edouard-Montpetit	111,00 \$
Station McGill	111,00 \$
Station Gare Centrale	111,00 \$
Station Griffintown-Bernard-Landry	111,00 \$
Station Île-des-Sœurs	111,00 \$
Station Panama	111,00 \$
Station Du Quartier	111,00 \$
Station Brossard	111,00 \$
Station L'Anse-à-l'Orme	111,00 \$
Station Kirkland	111,00 \$
Station Fairview-Pointe-Claire	111,00 \$
Station Des Sources	111,00 \$
Station Marie-Curie	111,00 \$
Station YUL-Aéroport-Montréal-	111,00 \$
Trudeau	

SCHEDULE D

REDEVELOPMENT OF A BUILDING IN CONNECTION WITH A CHANGE IN USE

(s. 4, 1st par., subpars. 4)

Classes of uses:

1. Housing

Uses of the "housing" family include notably residential buildings, detached or attached, having one or more residence or dwelling and collective housing facilities, supervised or not, having individual rooms, including notably, but without limitation:

- Single family, bi-family, tri-family housing or multi-family housing
- Multi-unit dwelling housing
- Collective housing, senior's or student residence

2. Commerce and services / Office / Tourism accommodations or meeting venues

Uses of the "commerce and services" family include establishments offering goods for sale, lease or exchange or offering services, including notably food services, alcoholic beverage services, entertainment services (which may notably include shows, dance, musical, visual or artistic performances), including notably, but without limitation:

- Convenience store, grocery or hardware store
- Shop or shopping mall
- Restaurant, bar, discotheque, performance hall, theater
- Movie theater, bowling alley, pool hall
- Sports hall, gym
- Daycare services, language school
- Personal care services, beaty car, hairdressing

Uses of the "office" family include office establishments, including notably, but without limitation:

- Architectural, city planning, engineering or legal services
- Medical or other health professionals services
- Real estate or financial services
- Administrative offices for financial or insurance affairs
- Administrative offices for a public of community organization

- Shared offices of a "coworking" type
- Specialized services in communications or telecommunication, mathematics and electronics, software programs or packages or in research

Uses of the "accommodations" family include tourism accommodation establishments or short term accommodation establishments or meeting venues offering, for remuneration or compensation, accommodations to persons or offering for lease meeting rooms, conference or congress centres, including notably, but without limitation:

- Hotels, motels, inns and tourist hostels or lodges
- Tourism residences
- Other accommodation services
- Meeting venues, conference or congress centres

3. Collective or institutional installations

Uses of the "institutional" family include collective or institutional establishments or installations offering public, collective or institutional services, including notably, but without limitation:

- Public and private education establishments subject to the *Education Act* (chapter I-13.3), the General and Vocational Colleges Act (chapter C-29), the Act respecting educational institutions at the university level (chapter E-14.1) and those accredited under the Act respecting private education (chapter E-9.1), including notably primary and secondary schools, colleges and universities
- Childcare centres
- Public health and social services establishments, such as a hospital, a residential and long-term care centre or a re-adaptation centre
- Child and youth protection centres
- Public sports establishments, such as an arena, sports centre, pool or stadium
- Places of worship and establishments having a religious character, such as a residence for a religious institution, a cemetery or mausoleum
- Community centres
- Police or fire service stations
- City halls
- Prisons

4. Industry

Uses of the "industry" family include establishments where is carried out the production or supply of industrial or para-industrial goods or services (which may also include the conception or tune-up of goods, products or processes), the operation of an industrial process, the processing of raw materials, the storage and distribution of data, offering of bulk goods or services for sale, lease or exchange, including notably, but without limitation:

- Establishments where is carried out:
 - industrial or manufacturing production
 - transformation activities, including bodyworks and repair shops, welding shops, machining plants
 - cinematographic production studios
 - industrial laundry or linen services
 - bulk sale or distribution of goods and products, including food products, clothing, professional equipment or parts
 - bulk or large scale storage
- Logistics or distribution centres
- Auto-mechanics shops, car maintenance service or service station
- Installations for electronic equipment used to store, distribute or process data
- Research and development centres for specialized or emerging technology, including pharmaceutical research, physics and chemical science, health sciences, mathematics or electronics

5. Parking

Uses of the "parking" family include establishments offering parking services located within a building, whether fee-charging or not, for short or long term.



Postal Code

SCHEDULE E - Form relating to the By-law respecting transporation dues regarding the Réseau express métropolitain (s. 14)

Version: 04

This spreadsheet can be used to compute the amount of transportation dues which applies to work covered by this permit application. In the event of discrepancies between the contents and results obtained from this spreadsheet and the provisions of the By-law respecting transportation dues regarding the Réseau express métropolitain, the provisions of the By-law prevail.

A signed copy of this form must be submitted to the relevant City, Municipality or Borough together with your permit application. The information in this form must be validated by the designated municipal employee or representative in order to confirm the amount of applicable transportation dues. Cells shaded in grey are computed automatically and do not need to be filled in.

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Civic number and street name of building(s) undergoing work. If there a	re se	vera	l civic numbers, please s	epara	ite them	with	
commas.							
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Unit of assessment		2	0000-00-0000-0-000-0000				
Borough (if applicable) and City or Municipality		3					
Cadastral description. Please separate multiple lot numbers using com	mas.						
4					I		
ransportation dues zone in which the building undergoing work is loca	ted, w	holl	y or partly.				
Select a single applicable zone.)				5			
B Type of Work (Section 5 of the Application Guide)							
ndicate the total floor area (including the floor area of basement and m	ezzar	ine	floors) in square				
netres (m ²) for each type of work:							
Erection of a building;		6	- m²				
2. Reconstruction of a building except for floor area being rebuilt							
following a fire, flood or other natural disaster that occured in the							
preceding 24 months;	+	7	- m²				
3. Increase in floor area of a building;	+	8	- m²				
4. Redevelopment of a building in connection with a change in use,							
even partial, consisting of a change from one to another of the							
following five classes (which are described in Schedule D):							
1) Housing;							
Commerce and services / Office / Tourism accommodations or meeting venues;							
Collective or institutional installations;							
Collective or institutional installations; Industry; Parking;	+	9	- m²				
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3) Collective or institutional installations; 4) Industry; 5) Parking; Total area of work subjected to Transportation Dues: This section is only considered complete upon receipt and analysis of the detaile C Identification of Owner/Applicant and Exem Applicant's first and last names (if an individual) or name (if a corporation or entity) Correspondence address, if different from the address of the building(s Civic Number Street City or Municipality Province, Country Postal Code f Applicant is not the Owner, Owner(s)'s first and last names (if an individual) or name(s) (if a corporation or entity) Owner(s)'s address, if different from the address of the building(s) under Civic Number	= d d plans	10 10 s that 11 11 12 12 13 14 15 17 18 18 19	- m² batacher t are required to be attacher (Section 9 of the A	pplic		Suide)	- m²



SCHEDULE E - Form relating to the By-law respecting transporation dues regarding the Réseau express métropolitain (s. 14)

Version: 04

person holding the right of ownership in the immovable;	25	
2. person possessing the immovable as the emphyteuta;	26	
3. person possessing the immovable as the usufructuary;	27	
4. person holding a right of superficies in the immovable;	28	
5. person occupying a building belonging to one of the people mentioned in Article 97.12 of the Act Respecting the Autorité de transport régional métropolitain or belonging to any other person not		
subject to paying transportation dues, excluding occupation by any of those persons;	29	
6. syndicate of co-owners.	30	

Indicate in square metres (m²) the floor area of work carried out by one or more entity exempted from transportation dues listed below, if applicable.

1) A public body within the meaning of the first paragraph of Section 3 of the Act respecting Access to documents held by public bodies and the Protection of personal informatio (chapter A-2.1); 2) a daycare as defined by the Educational Childcare Act (chapter S-4.1.1); 3) A non-profit body or a solidarity cooperative that carries out work relating to an immovable that is or will be acquired, built or renovated under a program implemented under the Act respecting the Société d'habitation du Québec (chapter S-8) and for which an operating agreement is or will be in force, for the purposes specified in the agreement. 4) a mandatary of the State not referred to in Items 1) or 2); 5 a) A community action body that receives financial assistance from a government ministry or organization and is registered on the Liste du ministère de l'Emploi et de la Solidarité sociale; 5 b) a community action body that receives financial assistance from a government ministry or organization and holds a certificate from the Ministère de l'Emploi et de la Solidarité sociale issued in the 12 months preceding its work permit request; 6) any other person designated by the Government. 5 b) a community action body that receives financial assistance from a government ministry or organization and holds a certificate from the Ministère de l'Emploi et de la Solidarité sociale issued in the 12 months preceding its work permit request; 6) any other person designated by the Government. 5 c) any other person designated by the Government. 5 d) any other person designated by the Government. 5 d) any other person designated by the Government. 5 d) any other person designated by the Government.	from transportation dues listed below, if applicable.				
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3) A non-profit body or a solidarity cooperative that carries out work relating to an immovable that is or will be acquired, built or renovated under a program implemented under the Act respecting the Société d'habitation du Québec (chapter S-8) and for which an operating agreement is or will be in force, for the purposes specified in the agreement. 4) a mandatary of the State not referred to in Items 1) or 2); 5 a) A community action body that receives financial assistance from a government ministry or organization and is registered on the Liste duministère de l'Emploi et de la Solidarité sociale; 5 b) a community action body that receives financial assistance from a government ministry or organization and holds a certificate from the Ministère de l'Emploi et de la Solidarité sociale issued in the 12 months preceding its work permit request; 6) any other person designated by the Government.	2) a daycare as defined by the Educational Childcare Act (chapter S-				
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government ministry or organization and is registered on the Liste duministère de l'Emploi et de la Solidarité sociale; 5 b) a community action body that receives financial assistance from a government ministry or organization and holds a certificate from the Ministère de l'Emploi et de la Solidarité sociale issued in the 12 months preceding its work permit request; 6) any other person designated by the Government.		+	34	- m²	
ministère de l'Emploi et de la Solidarité sociale; 5 b) a community action body that receives financial assistance from a government ministry or organization and holds a certificate from the Ministère de l'Emploi et de la Solidarité sociale issued in the 12 months preceding its work permit request; 6) any other person designated by the Government. + 35 - m² 35 - m² 36 - m²					
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Ministère de l'Emploi et de la Solidarité sociale issued in the 12 months preceding its work permit request; 6) any other person designated by the Government. + 36 - m² 7 - m²	5 b) a community action body that receives financial assistance from a				
preceding its work permit request; + 36 - m² 6) any other person designated by the Government. + 37 - m²	, ,				
6) any other person designated by the Government.	·				
of any other person designated by the Government.	preceding its work permit request;	+	36	- m²	
Total floor area of work carried out by an exempt entity. = 38 - m ²	6) any other person designated by the Government.	+	37	- m²	1
	Total floor area of work carried out by an exempt entity.	=	38	- m²	ı

D Value of Work (Section 5 of the Application Guide)

The value of the work is established using the following costs (excluding taxes):

1) fees for supplying and installing all material and equipment integrated into the building, including the material and equipment relating to architecture, structure, mechanics and electricity, but not including fees for supplying and installing devices used in connection with an industrial process or industrial production nor fees for supplying and installing equipment aimed at making the building free from obstacles or barriers for persons with a mobility impairment;

2) excavation and backfilling fees.

Indicate the value of work declared in Section B:		39	- \$				
Indicate the value of work corresponding to the exempted floor area declared at Line 39:	_	40	- \$				
Indicate the value of fees for supplying and installing devices used in connection with an industrial process or industrial production	_	41	- \$				
Indicate the value of fees for supplying and installing equipment aimed at making the building free from obstacles or barriers for persons with a mobility impairment		42					
Value of subject work set out in this application:	=	43	- \$	•	43	-	\$

Application: 0000-00-0000-0-000-20200708-1354



Applicable (billable) rate of transportation dues:

SCHEDULE E - Form relating to the By-law respecting transporation dues regarding the Réseau express métropolitain (s. 14)

Version: 04

E Minimum Thresholds for Applicability (Section 5 of the Application Guide)

Value of subject work previously authorized since May 1, 2018, in respect of which no transportation dues have been paid:		44	- \$		
Floor area in square metres (m²) of subject work authorized in the previous 48 months, not including work prior to May 1, 2018, for which no transportation dues have been paid:		45	- m²		
		45	- 1117		
finimum threshold related to the value of the work					
Value of subject work set out in this application:		43	- \$		
Value of prior subject work for which no transportation dues have been paid.	+	44	- \$		
Aggregate value of current and prior subject work:	= [46	- \$	▶	46 - \$
Minimum threshold for value of the work:	- [47	782 308,00 \$		
Value of subject work exceeding the minimum threshold. If the result is nil or negative, the work is not subject to transportation dues.					
=	=	48	(782 308,00) \$		
linimum threshold related to floor area					
Floor area to which the work set out in this application relates (Line 39 substracted from Line 11):		49	0,00 m²		
Floor area in square metres (m²) of subject work authorized in the previous 48 months, not including work prior to May 1, 2018, for which no transportation dues have been paid:	+	45	- m²		
Floor area of current and previous subject work.	-	50	- m²	▶	50 - m
Minimum threshold for floor area of the work:		51	186,00 m²	-	
Floor area of the subject work that exceeding the minimum threshold.					
If the result is negative, the work is not subject to transportation	=	52	(186,00) m ²		
P Determination of Applicability of Transportati			, , ,	f the	
he work is subject to transporation dues:					53 No
ork that does not exceed the minimum thresholds may be taken into cons or ith a subsequent application, in conformity with the provisions of the By-la					
G Determination of the Amount of Transportation	on	Due	S (Section 8 of	the	Application Guide)
loor area of subject work.					50 - m
Note of transportation dues:		F4	111,00 \$/m²		
Rate of transportation dues: Progressive application of the rate of transportation dues (if applicable):	-	54 55	80 %	Х	

Amount of transportation dues to be paid = 57



dues, if applicable.

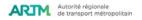
SCHEDULE E - Form relating to the By-law respecting transporation dues regarding the Réseau express métropolitain (s. 14)

Version: 04

H Other information					
Start date of the work:				58	YYYY-MM-DD
End date of the work:				59	YYYY-MM-DD
Anticipated date of commencement of occupancy:				60	YYYY-MM-DD
Name of general contractor:	61				
Value of the contract with the general contractor:	62		\$		
Value of items in the general contractor's contract which exceed the	- 02		Ψ		
value declared on Line 42:	63	-	\$ ▶	63	-
Description of work carried out directly by the Owner, if any:					
64					
Descriptions of work carried out by sub-contractors and professionals, if	any:				
65					
FOR USE BY THE MUNICIPAL EMPLOYEE / REPRESENTATIVE O	NLY: Doc	uments to be p	rovid	ed with	the application:
) Layout plan by a land-surveyor showing lot lines, adjacent streets, loc xisting buildings and buildings covered by the work:	ation and pr	ojection of		66	
 Plans, cross-sections, sketches and specifications showing all floor are notuding mezzanines, basements and garages, as applicable: 	eas covere	d by the work		07	
Contract with the general contractor and professionals, as applicable:				67	
() Contracts with sub-contractors and professionals, as applicable:				69	
				0.5	
Application Number	70	0000-00-00	0-00	000-20	200708-1354
, the undersigned, here	eby declare	that, to my know	vledge	e, the ir	nformation set out
nis application is complete and accurate.					
1	this				
City	Date				
Applicant's Signature					
authorization and signature of the Owner, when request is submitted by	a mandatar	y or occupant			
n ,	this				
City	Date				
• •					
Dwner's Signature					
·					
Reminder					

A signed copy of this form must be sent to the City, Municipality or Borough along with your permit application. The information set out in this form must be verified by the designated municipal employee or representative to confirm the amount of the transportation

Version: 01



SCHEDULE F - REFUND APPLICATION relating to the By-law respecting transporation dues regarding the Réseau express métropolitain

(s. 16.1)

This application must be filled out by the municipality having delivered the permit which is the subject of this refund application, except for Section C which must be filled out and signed by the applicant. The electronic version fo this application so filled out as well as the copy signed by the applicant must be sent by email, together with justificating documents required, at the following address: redevancestransport@artm.quebec

Within 15 business days following receipt, ARTM will notify the municipality that: :

- a) the application is complete and compliant and that the refund procedure is underway;
- b) information or justificating documents are missing to complete the application.

The refund will be issued by ARTM to the applicant whose name and banking coordinates are set out in the application. It is the

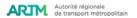
responsibility of the municipality to ensure that the applicant under this application	
a power of attorney issued in the applicant's name by the debtor of the transporta	ation dues.
A Reason for refund application	
Check the reason for the refund application .	
Reason 1 - Permit was cancelled	
Reason 2 - Reduction of the floor area of the building	_
Reason 3 - Administrative error	_
Reason 4 - Other:	
of other, please specify:	
B Information regarding the permit	
Municipality having issued the permit	
Date of issuance of permit	
Permit number	
Civic number	_
Street	
Direction	_
	_
Appartment/Suite	_
Amount of the transportation dues collected	
s the applicant under this refund application the debtor of the transportation due	s?
If not: Please attach to this application a copy of the power of attorney issued in the debtor of the transportation dues	
C Banking coordinates of the applicant (to be complete	ed by the applicant)
The following coordinates will be used by ARTM to complete the wire transfer	
First Name (not required if the applicant is a legal person)	
Last Name	-
Address of the applicant	-
	_
Name of the financial institution	_
Address of the financial institution	_
Transit Number	_
Institution Number	_
Account Number	
SWIFT Code	
By its signature, the applicant attests that the banking coordinates are true and c	correct.
Signature of applicant	Date of signature
organizatio or applicant	Date of signature

ARIM Autorité régionale de transport métropolitain

SCHEDULE F - REFUND APPLICATION relating to the By-law respecting transporation dues regarding the Réseau express métropolitain (s. 16.1)

Version: 01

Please attach the following documents: Form relating to the By-law regarding transportation dues respecting the Réseau express métropolitain or Schedule E filled out and verified by the municipality. Copy of the document evidencing the cancellation of the permit. Power of attorney authorizing a third party to act on behalf of the applicant, if applicable. Mount of refund requested: INTESTATION The municipality attests that: 1) the amount of the refund corresponds to the amount of transportation dues paid for the issuance of the permit; 2) the permit has been cancelled; and 3) the identity of the applicant has been confirmed. First and last name of the authorized public servant Office or function held by the authorized public servant Signature of authorized public servant Reason 2 - Reduction in floor area of the building Please attach the following documents: Form relating to the By-law regarding transportation dues respecting the Réseau express métropolitain or Schedule E filled out and verified by the municipality. Copy of the modified permit. The plans must show that the floor area subject to transportation dues is smaller than that used for the computation of the transportation dues amount. Power of attorney authorizing a third party to act on behalf of the applicant, if applicable. Minount of refund requested: INTESTATION The municipality attests that the floor area subject to this refund application: 1) has previously been subject to the payment of transportation dues; 2) has been confirmed by it; and 3) the identity of the applicant has been confirmed. First and last name of the authorized public servant Office or function held by the authorized public servant Date of signature Reasons 3 and 4 - Administrative error and other reasons Please attach the following documents: Form relating to the By-law regarding transportation dues respecting the Réseau express métropolitain or Schedule E filled out and verified by the municipality. Power of attorney authorizing a third party to act	Reason 1 - Permit cancellation	
copy of the document evidencing the cancellation of the permit. Power of attorney authorizing a third party to act on behalf of the applicant, if applicable. **TESTATION** The municipality attests that: 1) the amount of the refund corresponds to the amount of transportation dues paid for the issuance of the permit; 2) the permit has been cancelled; and 3) the identity of the applicant has been confirmed. First and last name of the authorized public servant Office or function held by the authorized public servant Signature of authorized public servant Pate of signature Reason 2 - Reduction in floor area of the building lease attach the following documents: Form relating to the By-law regarding transportation dues respecting the Réseau express métropolitain or Schedule E filled out and verified by the municipality. Copy of the modified permit. The plans must show that the floor area subject to transportation dues is smaller than that used for the computation of the transportation dues amount. Power of attorney authorizing a third party to act on behalf of the applicant, if applicable. **TOTALISTATION** The municipality attests that the floor area subject to this refund application: 1) has previously been subject to the payment of transportation dues; 2) has been confirmed by it; and 3) the identity of the applicant has been confirmed. First and last name of the authorized public servant Office or function held by the authorized public servant Teasons 3 and 4 - Administrative error and other reasons lease attach the following documents: Form relating to the By-law regarding transportation dues respecting the Réseau express métropolitain or Schedule E filled out and verified by the municipality. Power of attorney authorizing a third party to act on behalf of the applicant, if applicable.	lease attach the following documents:	
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		ant, if applicable.
	ease describe the reason for the refund, specifying the cause of the error of	
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	nount of refund requested:	
nount of refund requested:	•	
		ensure the correctness of the refund amount request;
TESTATION The municipality attests: 1) having made necessary verifications to ensure the correctness of the refund amount request		
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SCHEDULE F - REFUND APPLICATION relating to the By-law respecting transporation dues regarding the Réseau express métropolitain (s. 16.1) Version: 01

D Coordinates of the debtor of the transportation dues

First Name (not required if the applicant is a legal person)	
Name	
Address of the debtor of the transportation dues	
Check list	
Before filing your application electronically, please ensure to enclose the following:	
a) Filled out electronic form;	
b) Scanned copy of the form signed by the authorized public servant and the applicant, or the third party authorized to act on its behalf;	
c) Copy of the Form relating to the By-law regarding transportation dues respecting the Réseau express métropolitain or Schedule E filled out and verified by the municipality;	
d) Copy of the power of attorney authorizing a third party to act on behalf of the debtor of the transportation dues, if applicable.	
Please also enclose the following justifying documents, depending on the reason for the refund application:	
e) Copy of the document attesting the cancellation of the permit (reason 1);	