



# CATHOLIC DISTRICT SCHOOL BOARD OF EASTERN ONTARIO

Box 2222, 2755 Highway 43 - Kemptville, Ontario - K0G 1J0  
Phone: 613-258-7757 Toll-Free: 1-800-443-4562 Fax: 613-258-7134  
www.cdsbeo.on.ca



## Helpful hints for filling out Tax Assessment Forms

The following information **must** be completed on the Application for Direction of School Support form or it will be returned to you:

- Address of property
- Unit/Apt #
- City
- Province
- Postal Code
- Residence phone #
- All occupants of the residence (adults and children), and birth dates
- Occupant Status
- Roman Catholic? French Language Education Rights? Supporter/Elector for?
- Owner or tenant of this property since
- **One signature of the owner/tenant if he/she lives at the address listed on the form**
- Date

**For families that have one non-catholic parent/guardian, a Separate School Lease must be completed. All areas of this lease must also be filled out.**

**All Application for Direction of School Support forms and Lease forms with changes of address should be sent to the school who will then forward to the CDSBEO for processing. Each time a family moves, a new tax form must be completed or the taxes will revert back to public support.**

**If both parents are non-catholic, they cannot support the Separate School Board.**

The property identifier is the roll number on your property tax bill.

For inquiries, please contact the CDSBEO at 613-933-1720, ext. 3034 or 1-800-267-7136, extension 3034.

**\*Please return all completed forms to your local catholic school.**