



Eligibility Certificate for Renovation or Alteration Expenses

This form is to be completed by any taxpayer (whether a corporation, a partnership or an individual) that must provide Revenu Québec, during a given taxation year, with an eligibility certificate for expenses incurred to renovate or alter a building used **primarily** to earn business or property income.

The expenses must have been incurred after March 23, 2006, for work that complies with the barrier-free design standards set out in the *Construction Code* of Québec.

Read the information on the following page before completing this form.

You must complete this form only after the work is **finished**. Complete sections 1, 2 and 4, and have section 3 completed by an authorized professional.

Unless we ask you to send us this form, you are not required to file it (whether separately or by enclosing it with your income tax return). Nor should you enclose with your income tax return any invoices, plans or other supporting documents demonstrating compliance with barrier-free design standards. However, you must keep all of these documents in case we ask to see them.

1 Information about the taxpayer

Québec enterprise number (NEQ) 01a	Identification number 01b	File IC 0001	Social insurance number 01c
Name of taxpayer 02		End date of fiscal period 05 Y M D	

2 Information about the work carried out

2.1 Location

Address (number, street, apt.)		City, town or municipality	
Province	Postal code	Area code Telephone	Area code Fax

2.2 Contractor or owner-builder

Name	RBQ licence number
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2.3 Description of the renovation or alteration work (including the installation of specialized or adapted equipment)

2.4 Cost of the work

Total cost				1
Eligible percentage	x	%		2
Multiply line 1 by line 2.		=		3

2.5 Work calendar

Actual start date	
Actual end date	

3 Professional certification

I certify that the renovation or alteration work has been completed and complies with the barrier-free design standards set out in the *Construction Code* of Québec. I also confirm that the percentage indicated in section 2.4 corresponds to the portion of the cost that can reasonably be attributed to meeting the barrier-free design standards.

Signature of authorized professional

Date



4 Certification

I certify that the information provided on this form and its schedules is accurate and complete and that the work was carried out as described, on the dates indicated and for the cost shown.

Signature of taxpayer

Date

Information for the taxpayer and the authorized professional

Important information

- To be eligible, the work must have been carried out on an **existing** building and the work must comply with the barrier-free design standards set out in the *Construction Code* of Québec. For more information on these standards, consult the guide *Normes de conception sans obstacles* available on the website of the Régie du bâtiment (www.rbq.gouv.qc.ca). You may also call the Régie's Centre de relation clientèle at 1 800 361-0761 or 514 873-0976.
- You do not need to complete this form if
 - you have already obtained the eligibility certificate issued by the Régie du bâtiment du Québec, or
 - you had an authorized professional complete the Régie's form, entitled *Attestation d'admissibilité*, even if you did not submit that form to the Régie in order to obtain an eligibility certificate.

1 Information about the taxpayer

Provide the information requested.

2 Information about the work carried out

2.1 Location

Enter the address of the building on which the work was carried out. If work was done on more than one building, attach a sheet indicating the address of each building.

2.2 Contractor or owner-builder

Enter the name of the person who carried out the work:

- your name, if you were the owner-builder; or
- the name of the contractor.

Where a licence from the Régie du bâtiment du Québec (RBQ) was required to carry out the work, enter the licence number of the person who did the work. The work must have been carried out by a contractor holding the appropriate licence for the type of work in question. If you are the owner of the building and you carried out the work yourself, you are required to have held an owner-builder's licence, unless you obtained an exemption.

2.3 Description

Briefly describe the renovations and alterations that were made, as well as the adapted devices or equipment that were installed. This may include, for example,

- adapting the height of switches or widening access points;
- installing a specialized sign device, adapted seating, or a telecommunications system.

2.4 Cost of the work

Total cost

Enter on line 1 the total cost of the work carried out on all the buildings. This cost may include professional fees.

Eligible percentage

Enter on line 2 the percentage of the cost that corresponds to the portion of the work carried out in compliance with the barrier-free design standards of the *Construction Code* of Québec.

Eligible cost

Multiply line 1 by line 2 and enter the result on line 3.

2.5 Work calendar

Enter the exact dates on which the work actually began and ended. Do not provide approximate dates.

3 Professional certification

Authorized professional

The authorized professional may be an architect, an engineer or a professional technologist. By signing this form, the professional certifies that the work has been completed, that it meets the barrier-free design standards set out in the *Construction Code* of Québec and that, based on the information available, the percentage indicated in section 2.4 corresponds to the eligible portion of the cost.

The professional must be a member in good standing of his or her professional order and, as such, must affix his or her professional seal to the document (with the exception of engineers).

4 Certification

You must sign the application and enter the date.