From: Joseph Santos <
Sent: Friday, January 2, 2026 3:53 PM
To: CLK-Appeals <clk-appeals@winnipeg.ca>
Subject: Re: Request for refund of fees

EXTERNAL EMAIL : Proceed with Caution!
Think carefully before you click on a link, open an attachment, or scan a QR code.
NEVER provide User IDs or Passwords.

_____

To whom it may concern:

Hi good afternoon, i would like to request for refund for the fees that was charged to us in regards to inspection happened last October last year at our property at 456 Salter St. I already went to the city of clerk and i gave a proof of payment. The one that was assigned is on vacatiom they said so im not sure if do I have to email first because I forgot the process!

For all the attempt I tried before for all the charges, i never been successfully approved and always gets denied or disapprove with my application and I am really hoping to be approved this time! We already finished the renovation of the property after all the approval of the permit from the city so the property is for sale now. We are on the loss for a long time in regards to this property because of all the payments we have to make for all the continuous penalties and inspections so please l am hoping for your understanding in regards to this matter.

Please let me know what to do next to appeal. I am hoping to please consider my application this time. Thank you!

Elissa Santos

Maharlika Builder Inc. Director

Winnipeg

Vacant Building Inspection Invoice

To **MAHARLIKA BUILDER INC.**

December 5, 2025

CITY CLERKS WPG '25 DEC 29 12:48

Re: **456 Salter ST**
Winnipeg MB
LOT 38 PLAN 25929 43//4 ST J

Invoice Date:
December 5, 2025
Invoice Number:
25 268602

REFERENCE	DESCRIPTION		FEES
New Charges			
25 268602	Schedule A Inspection Fee – Compliant		$720.00
25 268602	Schedule A Escalator Fee – Compliant	(2 × 500.00)	$1,000.00
Outstanding Balance (see next page for details)			$0.00
		TOTAL PAYABLE UPON RECEIPT	**$1,720.00**

As of the date of this invoice, the following orders remain outstanding - Order Number(s):

Payment options: cash, cheque, debit, credit card.

The City of Winnipeg
Licensing & Bylaw Enforcement
Main Floor, 395 Main Street, Winnipeg, MB, R3B 3N8
Hours: Monday – Friday 8:30 a.m. to 4:00 p.m.

If you have questions about this invoice or the vacant building inspection, please contact the Licensing & Bylaw Enforcement, Amber-Lynn Cochrane, at (204) 619-2202.

STATEMENT OF PREVIOUS VACANT BUILDING INVOICE(S)

REFERENCE	DESCRIPTION	STATUS / BALANCE

TOTAL OUTSTANDING BALANCE **$0.00**

IMPORTANT INFORMATION

1. **ANNUAL SCHEDULE A INSPECTIONS**
   a. Pursuant to Division 4 Section 15(2) of the Vacant Buildings By-law 79/2010, all vacant buildings are required to be inspected annually. The Vacant Buildings By-law also allows for the City of Winnipeg to charge an inspection fee.

   b. Failure to pay the invoiced amount on or before **January 5, 2026** may result in legal action. Such action may include: issuing a Penalty Notice, engaging the services of a collection agency, or registering a caveat on the title of the property if not paid in full.

2. **REFUND INFORMATION**
   a. Remit payment of any outstanding fees to Licensing & Bylaw Enforcement to obtain a receipt.
   b. Apply to the Designated Committee for a refund in whole or in part of any eligible part of a fee that has been paid.
   c. Refunds are only applicable towards the "New Charges" amount of the most recent invoice.
   d. The application for a refund, accompanied with the applicable invoice and payment receipt, must be received by the City Clerk's Department within 30 days from the date the new charges amount became payable.
   e. Full refund information can be found in Division 5 Section 24 of the Vacant Buildings By-law 79/2010.

3. **Empty Building Fee**
   a. Effective September 26, 2024, all vacant buildings that have been the subject of three or more "Schedule A" inspections will be assessed an annual Empty Building Fee equal to the amount of **2% of the most recent assessed value of the vacant building**

4. **Fire Protection Service Fees**
   Vacant Buildings under enforcement of the Vacant Buildings Bylaw 79/2010 that have one or more "Schedule A" (vacant building) inspections can be subject to fire protection service fees should they experience a fire. Any questions pertaining to fire protection service fees can be directed to the Winnipeg Fire Paramedic Service.

COPY

LICENSING AND BYLAW
ENFORCEMENT
395 MAIN ST
(MAIN FLOOR)
WINNIPEG, MB R3B3N8
(204) 986-2234

DEBIT SALE

REF#: 00000003
Batch #: 234 SEQ: 234001001003
12/29/25 12:13:33
APPR CODE: 371188
DEBIT/CHEQUING
**********1263C

AMOUNT CAD $1,720.00

00 - APPROVED - 001

Interac
AID: A0000002771010
TVR: 00 80 00 80 00
TSI: E8 00

Thank You
Please Come Again!

CUSTOMER COPY

RECEIPT

No: 1314258

Type: Invoice Vacant Building **License Number :** 25268602 IVB

CITY CLERKS WPG '25 DEC 29 12:48

Payor: MAHARLIKA BUILDER INC. **Expires:**

G/L Account	Paid
001-442094-622803-62283-080	$1720

Paid : $1720.00 (Interac)

Received by: _____ **Date:** 2025-12-29

(Signature)