



Processing Periodical Data Advice & Ownership Change Reports in March and April

Impacted Data Advice Customers:

For Data Advice customers that subscribe to both Revised Roll Data Advice AND Periodical Data Advice (e.g., Weekly Data Advice files or Change Reports (pdf)).

Purpose:

This bulletin is to remind Data Advice customers of the importance of downloading and processing files in the correct sequence between the Revised Roll closure date (March 18, 2024) and the 2024 Revised Roll Data Advice release date (March 31, 2024).

Please note that should files be processed out of sequence, the most current data available may be overwritten.

Action Required:

Prior to downloading and processing any Data Advice files, please confirm details found in the corresponding Audit Report. The Audit Report highlights the contents of the file including the date range.

Should any information found in the Audit Report be incorrect, please contact us before proceeding to download any other files. This information can be found in the heading of each report:

20240303_WEEKLY_7001_AUDIT.pdf
Period: 25-Feb-2024 - 02-Mar-2024
Order ID: 115769
Customer:

Run Date: 03-Mar-2024 12:07 PM
Run Type: WEEKLY
Roll Year: 2025
Ownership Year: 2025



Audit Summary Report

For Data Advice Customers who receive both our Revised Roll Data Advice AND Monthly Data Advice products:

Due to the delivery of our Monthly Data Advice files (16th of each month); there will be ***no further action*** required.

It is still important to report any errors in your Audit Report. Please contact us before proceeding to download any other files should you find any discrepancies.

For Data Advice Customers who receive both our Revised Roll Data Advice AND Weekly Data Advice products:

March 2024:

1. Process the **March 17th** files (**20240317_WEEKLY_XXXX**) as usual.
2. Do **NOT** process the remaining **March 24th and March 31st** files (**20240324_WEEKLY_XXXX, 20240331_WEEKLY_XXXX**) until the 2024 Revised Roll Data Advice files have been processed.

April 2024:

1. Process the 2024 Revised Roll Data Advice File (**20240401_REVD_XXXX**). This is the first file for 2024.
2. Go back and process the remaining **March 24th and March 31st** Data Advice files (**20240324_WEEKLY_XXXX, 20240331_WEEKLY_XXXX**).
3. Starting with the **April 7th** file (**20240407_WEEKLY_XXXX**), the files can be processed as normal.

Contact Information:

If you have any questions regarding Data Advice, please contact the BCA Property Information team at propertyinfo@bcassessment.ca or 1-866-valueBC (1-866-825-8322), ext. 00119.

If you have any questions regarding a specific property, please contact the applicable region at 1-866-valueBC (1-866-825-8322) or:

Assessment Region	Email Address
Vancouver Island	vancouver.island@bcassessment.ca
Greater Vancouver	greater.vancouver@bcassessment.ca
Fraser Valley	fraser.valley@bcassessment.ca
Thompson Okanagan	thompson.okanagan@bcassessment.ca
Kootenay Columbia	kootenay.columbia@bcassessment.ca
Northern BC	northern.bc@bcassessment.ca