



BC ASSESSMENT

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

Impacted Data Advice Customers:

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

Purpose:

This bulletin is to remind BC Assessment Data Advice customers the importance of downloading and processing the Data Advice files in the correct sequence between the Revised Roll closure date (March 17, 2023) and the 2023 Revised Roll Data Advice release date March 31, 2023.

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:

20230305 WEEKLY 7001 AUDIT.pdf
Period: 27-Feb-2023 - 04-Mar-2023
Order ID: 95467
Customer:

Run Date: 05-Mar-2023 03:07 PM
Run Type: WEEKLY
Roll Year: 2024
Ownership Year: 2024



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 2023

1. Process the **March 12th** files (**20230312_WEEKLY_XXXX**) as usual.
2. Do **NOT** process the remaining **March 19th or March 26th** files (**20230319_WEEKLY_XXXX, 20220326_WEEKLY_XXXX**) until the 2023 Revised Roll Data Advice files have been processed.

April 2023

1. Process the 2023 Revised Roll Data Advice File (**20230331_REVD_XXXX**).
2. Go back and process the remaining **March 19th and March 26th** Data Advice files (**20230319_WEEKLY_XXXX, 20230326_WEEKLY_XXXX**).
3. Starting with the **April 2nd** file (**20230402_WEEKLY_XXXX**), the files can be processed as normal.

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

March 2023

1. Process the **March 12th** files (**20230312_WEEKLY_XXXX**) as usual.
2. Do **NOT** process the remaining **March 19th, March 26th or April 2nd** files (**20230319_WEEKLY_XXXX, 20220326_WEEKLY_XXXX**) until the 2023 Revised Roll Data Advice files have been processed.

April 2023

1. Process the 2023 Revised Roll Data Advice File (**20230406_RVSP_XXXX**).
2. Go back and process the remaining **March 19th, March 26th and April 2nd** Data Advice files (**20230319_WEEKLY_XXXX, 20230326_WEEKLY_XXXX, 20230402_WEEKLY_XXXX**).
3. Starting with the **April 9th** file (**20230409_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 bcacustomer.services@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
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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