

**The Corporation of the City of Enderby
PRE-AUTHORIZED PAYMENT PLAN
FOR 2018 PROPERTY TAXES**

First Name: _____ **Last Name:** _____

Address: _____
(No. Street)

(City Province Postal Code)

Phone # Home: _____ **Phone # Work:** _____



Attach Cheque marked "VOID"

Last Year's Gross Taxes \$ _____

Equals Net Taxes \$ _____ / 11 = \$ _____

\$ _____ (Monthly Withdrawal - can be rounded)

Note: Amount may be prorated if enrolment is after August 1st)

This amount will be automatically withdrawn monthly from August 1st to June 1st. The amount is an estimation dependant upon the current taxes for 2017. The final payment is the responsibility of the tax payer.

Initial here to indicate that you have read and agree to the terms of this contract:



I/We have read and understand the terms and conditions of the Property Tax Prepayment Program and hereby authorize the City of Enderby to automatically withdraw monthly payments from my/our bank account on the 1st of each month, commencing August 1st and ending June 1st.

I/We understand the balance owing on my/our property tax account is my/our responsibility to pay on or before the tax due date of the current year.

I/We understand it is my/our responsibility to advise the Tax Department if there is a change to the automatic monthly withdrawal.

The current charge for dishonoured payments will apply.

Two subsequent dishonoured payments may result in the cancellation of the privilege of continuing on the program.

I/We also understand that it is my/our responsibility to claim the HOG, if eligible, on or before the current tax due date, to avoid penalties.

I/We also understand that there are no refunds under this program.

(Signature)

(Date)

PROPERTY TAX PREPAYMENT PROGRAM

The City of Enderby offers a program for you to pre-pay your 2018 property taxes in installments by automatic monthly withdrawals from your bank account.

How does it work?

Monthly payments will be withdrawn from your bank account on the 1st day of each month starting in August and ending in June.

An annual tax notice, mailed to you no later than the end of May each year, will show your current year's taxes less the total pre-payments and interest earned.

You are responsible for applying for the Home Owner Grant, if eligible, by the due date to avoid penalties

Who is Eligible?

All property owners; however

1. If your mortgage company is paying your taxes, this program will not apply to you.
2. All outstanding property taxes (2017 & prior years) must be paid in full prior to joining the program.

How is the monthly payment amount calculated?

Your monthly payment amount is an estimate based on 1/11th of your last year's NET tax payable. If you join after August 1st, the payment amount would be based on a prorated period. For example, if your 1st payment is December 1st, the monthly payment amount would be estimated on 1/7th of your last year's NET tax payable.

Interest earned

Interest is earned on the payments applied to your property taxes each month until April 30th. This interest is credited to your property tax account. The Province sets interest rates quarterly.

How do I apply?

Application for the program can be submitted to City Hall at any time.

1. Complete in full the form on the reverse side of this pamphlet.
2. Attach a "VOID" cheque.
3. If you were enrolled in the program last year, you need to complete the form for the current year's program. However, if the banking information is the same, instead of attaching a void cheque, simply write in the void cheque area "BANKING THE SAME"

Items of Note

- Eleven (or prorated if enrolment is after August 1st) equal monthly installments will be made by automatic monthly withdrawals from your bank account.
- The final payment, which will be the difference between the prepaid amount and interest earned and the actual taxes levied, is the responsibility of the tax payer, on or before the tax due date of the current year.
- The taxpayer is responsible for claiming the Home Owner Grant, on or before the tax due date of the current year.
- A taxpayer participating in the program may withdraw from the program at any time. Notice: to withdraw from the Property Tax Prepayment Plan must be received by the Tax Collector in writing by the 15th of the month.
- You will be charged for all service charges related to any payments returned "Non-Negotiable" by your financial institution.
- The Tax Collector may cancel the privilege of continuing this program if two consecutive payments fail to be honoured.
- If the property is sold, you will receive credit through your *Statement of Adjustments* prepared by your Solicitor or Notary Public.

****There are no refunds under this program****

If you have questions, contact:

**City of Enderby
250-838-7230**