



Personal Property Tax Prepayment Plan Authorization

ACCOUNT INFORMATION

Last Name: _____ First Name: _____

Roll Number: _____ Postal Code: _____

Property Address: _____

Mailing Address (if different): _____

Email: _____ Phone Number: _____

BANK INFORMATION

Institution Code: _____ Transit Number: _____

Account Number: _____ Account Type: _____

Bank Address: _____

PAYMENT INFORMATION

Gross Property Taxes \$ _____

Less Home Owner Grant: \$ _____ → **Must be claimed by June 30th**

Net Tax Amount Payable: \$ _____ /12= \$ _____

(Monthly Withdrawal)

The amount is subject to change each year and will be withdrawn monthly from August 1 to June 1. The amount is an estimation dependant upon the current year's taxes. The final payment is variable and will be withdrawn from your bank account on the first working day after July 1 each year. Your tax notice will indicate the amount of your new payment for the next tax year. If you have two rejected payments you will be notified and removed from the prepayment plan.

Please read and sign below, and enclose a cheque marked "VOID"

I/We have certain recourse rights if any debit does not comply with this agreement. For example, I/we have the right to receive reimbursement for any PAD that is not authorized or is not consistent with this PAD agreement. To obtain a form for a Reimbursement Claim, or for more information on my/our recourse rights, I/we may contact my/our financial institution or visit www.cdnpay.ca. I/We have read and understood the terms and conditions of the plan and hereby authorize the City of Williams Lake to deduct the above noted payments on the due dates listed above from my bank account. I/We understand that it is our responsibility to advise the Finance Department of any changes that need to be made or if I/we would like to cancel our payment plan.

I/We also fully understand it is my/our responsibility to claim the Home Owner Grant, if eligible, prior to the due date to avoid penalties.

Signature: _____ Date: _____

Signature: _____ Date: _____