



## Schedule "A"

### Town of Taber

#### Tax Installment Payment Plan (TIPP) Pre-Authorization Form

Roll Number: \_\_\_\_\_ Name (Please Print): \_\_\_\_\_

Property Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Start Month: \_\_\_\_\_ Estimated Monthly Tax Payment Amount: \_\_\_\_\_

#### Attach Void Cheque or Authorized Bank Account Information

I/We hereby authorize the Town of Taber and its Financial Institution to debit my/our account on the last day of the month for all property taxes, including any local improvements levies payable to the Town of Taber, in the amount of the monthly payment shown above. Said amount may increase/decrease to allow for the collection of the amount shown on the annual Property Tax Notice issued by the Town of Taber.

The Installment Plan for the first four months of the year (being January through April) shall be calculated by utilizing the previous year's property tax levy for the property in question divided by 12 to arrive to the monthly amount of the first four months installment payments. After council has passed a Property Tax Rate Bylaw for the current taxation year, a new monthly installment payment account will be recalculated over the remaining months (being May through December).

Monthly installment amounts will be recalculated periodically. Notification of recalculated monthly installment amounts will be given only when the amount increases by \$20.00 or more.

This authorization may be cancelled at any time in writing at least 15 days prior to the next due date by me/us, at which time all outstanding amounts become due, payable, and subject to penalties.

In the event a payment is returned for any reason (i.e. Insufficient Funds, No Chequing Privileges) the Town of Taber will apply the appropriate "Returned Item Charge" to the outstanding account and notify the customer in writing of the balance due. Payment for the outstanding amount plus the returned item charge must be received by the Town of Taber within 10 days or the applicant will be removed from the Installment Plan and any property tax balance owing will become due immediately. Further, if two payments on the plan are returned NSF the applicant will be terminated from the plan and any property tax balance owing will become due immediately. Any applicant with a history of two NFS's will not be eligible to enroll in the Installment Plan for a period of two years.

In the event of the sale of the above noted property or a change in bank account information, I/We will notify the Town of Taber in writing at least 15 days prior to the next due date, to arrange for withdrawal from the plan, or to provide the new Tax Installment Plan Pre-Authorization Form with a cheque marked "VOID".

All outstanding property taxes must be paid in full for eligibility to participate in the plan.

Any delivery of this authorization to the Town of Taber constitutes delivery by me/us to the Bank.

I/We understand that the Town of Taber may cancel this agreement at any time if I/we are not obliging to the agreement.

We am/are all the persons who are required to sign on the above account.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**The Information on this form is collected under the Authority of Section 32(C) of the Freedom of Information and Protection of Privacy Act and is used solely for purposes relating to the administration of the Assessment Programs.**