

Municipality of Jasper Tax Preauthorized Payment Plan

The Municipality of Jasper is offering you a simple way to pay your taxes through the *Tax Preauthorized Payment Plan*. This option ensures payment is made automatically from your bank account on the payment due date.

How do I enrol in the Plan?

- Complete and sign the application form at the bottom of this sheet.
- Attach a blank personalized cheque marked VOID.
- Ensure application form is mailed or handed in to the Municipal office at least a week before payment is to be withdrawn from your bank account.

Can I still appeal my assessment and taxes?

- Yes. Your assessment and tax notice will still be mailed to you and will include instructions for appeal.

If you move, change banks or decide to cancel your enrolment.

- Notify the tax office in writing of your intentions at least a week (7 days) prior to the bank withdrawal date.

Tax Preauthorized Payment Option Plans

- Monthly Option Plan – *no penalty*
 - > For the first six (6) months of the current year you pay a monthly payment equivalent to one-twelfth (1/12) of the previous year levy.
 - > For the last six (6) months of the current year you pay a monthly payment equivalent to one sixth (1/6) of the current year levy less the amount paid to date.
 - > The enrolment will continue year to year until you advise the Municipality that you wish to withdraw.
- July 15th Payment in Full Option Plan – *no penalty*
 - > The full amount of the current year levy will be withdrawn on the due date of July 15th.

The personal information on this form is collected in order to process your application for the tax preauthorized payment of your tax levy. It is collected in accordance with Bylaw #040 and is protected by the "Freedom of Information and Protection Act". For any enquiries regarding collection of this information please contact the Municipality of Jasper at (780) 852-6505.

TAX PREAUTHORIZED PAYMENT PLAN APPLICATION FORM

I/we authorize the **Municipality of Jasper** to automatically withdraw for payment of my/our tax levy from the bank account number identified on the attached cheque. This authority is to remain in effect until there is such notification from the taxpayer stating otherwise.

Taxpayer's Name _____

Tax Roll # _____

Lot _____; **Block** _____; **Plan** _____

I/we have chosen the following option with respect to the date payment for paying out tax levy:

_____ Monthly Option Plan – *no penalty*

_____ July 15th Payment in Full Option Plan – *no penalty*

Authorized Signature (s) _____

Terms and Conditions

I (We) acknowledge that this authorization is provided for the benefit of the Municipality of Jasper and myself (ourselves) and is provided in consideration of my (our) bank agreeing to process debits against my account.

I (We) confirm that all persons whose signatures are required to sign on this account have signed the *Tax Preauthorized Payment Application Form*.

I (We) hereby authorized the Municipality of Jasper to draw on my (our) account number – with the branch of the financial institution I (we) maintain an account and for which a VOIDED cheque is included with my (our) application.

This authorization may be cancelled at any time upon notice in writing by me (us) or the Municipality of Jasper. I (We) acknowledge that in order to revoke this authorization, notice of revocation must be provided to the Municipality. In the case of insufficient funds, where 3 consecutive withdrawals have been attempted, the Municipality will no longer accept payment by way of Preauthorized Debit (PAD) and an *insufficient fund fee* will be charged for each attempt.

I (We) acknowledge that provision and delivery of this authorization to the Municipality constitutes delivery by me (us) to my (our) bank. Any delivery of this authorization to the Municipality constitutes delivery by me (us).

I (We) undertake to inform the Municipality, in writing, of any change in the account information provided in this authorization at least five (5) days prior to the next due date of the PAD.

I (We) acknowledge that my (our) bank is not required to verify that a PAD has been issued in accordance with the particulars of my (our) authorization including, but not limited to, the amount.

Revocation of this authorization does not terminate any contract for goods or services that exists between me (us) and the Municipality. My (our) authorization applies to the method of payment and does not otherwise have any bearing on the contract for goods or services exchanged.

A PAD may be disputed by me (us) under the following conditions:

1. The PAD was not drawn in accordance with my (our) authorization: or
2. The authorization was revoked; or,
3. Pre-notification was not received.

I (We) acknowledge that a claim on the basis that my (our) authorization was revoked, or any other reason, is a matter to be resolved solely between the Municipality and me (us), when disputing any PAD within ninety (90) calendar days.