

**I WANT TO REGISTER FOR A PRE-AUTHORIZED PAYMENT PLAN:**

**TAXES:**

Check One:  **Monthly Tax Payment Plan**  
First day of the month  **Due Date Tax Payment Plan**  
 Fifteenth day of the month

**START DATE:** \_\_\_\_\_

**NAMES (S):** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**PROV.:** \_\_\_\_\_ **POSTAL CODE:** \_\_\_\_\_

**TELEPHONE NO.:** (Home) \_\_\_\_\_ (Business) \_\_\_\_\_

**TAX ROLL NO.** \_\_\_\_\_

I/we hereby authorize The Corporation of the County of Brant, P.O. Box 249,  
Burford, ON N0E 1A0 to debit my/our account number- attach either void cheque or banking  
authorization form.

For the purpose of paying municipal property taxes at:

**Property Location:** \_\_\_\_\_

**Signatures:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**NOTE:** A void cheque or banking authorization form must be attached to this application



**CORPORATION  
OF THE  
COUNTY OF BRANT**

**TREASURY OFFICE  
P.O. BOX 249  
BURFORD, ONTARIO  
N0E 1A0  
(519) 449-2451  
FAX: (519) 449-1380**

**PRE-AUTHORIZED  
PAYMENT PLANS FOR  
TAXES**

## TAXES:

Payment Options:

❖ **Monthly Automatic Tax Payment Plan or (Either on the 1<sup>st</sup> or the 15<sup>th</sup> of each month)**

❖ **Automatic Due Date Payment Plan**

The preauthorized payment option allows your tax payments to be automatically withdrawn from your bank account on pre-determined dates.

**MONTHLY PAYMENT PLANS** - 11 Monthly payments

Payments begin in January, of each year and continue monthly through to November. No payments are necessary in December.

The first six monthly payments are calculated by the County based on the previous year's taxes and are deducted from your bank account in accordance with your authorization. The final five payments are calculated on the final amount due based on approved current tax rates. You are notified by mail of your monthly payment amount on your final tax bill.

Registrations for this plan must be received one month prior to your first desired deduction date.

## **DUE DATE TAX PAYMENT PLAN**

The installment amounts shown on your interim and final tax bills will be withdrawn from your bank account on the installment due dates. Registrations for this plan must be received one month prior to the due date on which you want to start with the plan.

### **WHO IS ELIGIBLE?**

You are eligible to join the Tax P.A.P. Plan if your property tax payments are up to date.

If you have arrears on your account, they must be paid prior to enrollment. Special arrangements to clear up your arrears by this method may be made by calling 519-449-2451 (Tax Division).

### **HOW TO JOIN**

Joining the Plan is easy.....

1. Ensure that all account arrears are paid up to date.
2. Complete the "Pre-Authorization Form" on the reverse side of the brochure.
3. Attach a **void cheque** to your completed application form and mail to the address indicated on the front of this brochure.

4. **A \$5.00 administration fee will apply each time when switching between payment plans.**

## **ENJOY THE BENEFITS OF PRE-AUTHORIZED CHEQUING**

- ✓ No cheques to write
- ✓ No postage to pay
- ✓ No missed payments when on vacation
- ✓ Cheques no longer delayed in the mail or at the bank
- ✓ Eliminate late payment charges

### **TERMINATION OF THE PLAN**

If you wish to withdraw from the plan, please notify the Tax Division in writing or by phone 30 days prior to your next withdrawal date.

The County of Brant may cancel the privilege of continuing the plan if two payments fail to be honoured. Any unpaid balances due to a payment not being honoured shall be subject to penalties if overdue.

Please notify the Tax Division immediately at 519-449-2451 if you move or change your bank account.