



APPLICATION FOR PRE-AUTHORIZED TAX PAYMENT PLAN

Town of Smoky Lake offers you a simple, easy method of payment through our Tax Installment Payment Plan (TIPP) that authorizes automatic monthly tax payments from your bank account. The Tax Installment Payment Plan (TIPP) is a popular program which allows you to pay your property taxes on a monthly basis instead of one payment in August. Your payment automatically comes out of your bank account on the last day of every month; making budgeting easier and helping you avoid the risk of a 10% penalty in September.

Please Print Clearly

Roll Number:	Tax Levy:	<input type="checkbox"/> Personal <input type="checkbox"/> Business
Monthly Payment:	Payment Start Date:	
Owner's Name:	Property Address:	
Mailing Address:	Phone Number:	
Email address:		

Direct Debit Information

You **MUST** provide either a **VOID cheque** or bank account verification from your bank

Bank ID:	Transit ID:	Account Number:
----------	-------------	-----------------

Terms & Conditions – Important: Please Read

- I, the undersigned, owner of the property listed above, agree to the following:
1. I hereby authorize the Town of Smoky Lake to debit my bank account on the last day of each month, starting the month specified above, for payment of property taxes for the above noted rollnumber.
 2. While on this plan I will notify the Town of Smoky Lake immediately of any changes to bank account numbers to ensure payments are not rejected.
 3. In the event a payment is dishonored as NSF, I agree to pay a \$35.00 NSF fee and understand that after two (2) consecutive, dishonored payments, this agreement will be cancelled by the Town of Smoky Lake and my account will be subject to tax penalties pursuant to the Schedule A Fees and Charges.
 4. I understand that no tax penalties be levied while I am on this monthly tax payment plan as long as monthly payments are made.
 5. I understand that in December, my monthly payments may be adjusted based on the current year tax levy, to ensure my tax balance is at a zero balance on the 31st of December.
 6. I understand that this is an agreement between myself and the Town of Smoky Lake and is NOT TRANSFERABLE to the new owner in the event the property is sold. In the event this property is sold, I agree to notify the Town of Smoky Lake immediately to arrange for cancellation of this agreement.
 7. I understand that I may cancel this agreement at any time by signing a cancellation form or providing written notice. I further understand that should this cancellation occur after the 31th of August, tax penalties may be applied pursuant to the Schedule A Fees and Charges, unless the full balance is paid with the cancellation.

Signature:	Date:
------------	-------

The personal information requested on this form is being collected in order to process your application and is governed by the Freedom of Information & Protection of Privacy Act (FOIPPA). If you have any questions with respect to the collection or release of this information, please contact the Town Office.