



THE MUNICIPALITY OF POWASSAN
PO Box 250, 250 Clark Street, Powassan, ON
POH 1Z0 (705) 724 2813

PRE-AUTHORIZED TAX PAYMENT PLAN APPLICATION

The following Terms and Conditions apply to the Monthly Tax Payment Plan

The plan will run from January to December of each year. The pre-authorized payment plan allows for property taxes to be paid over 12 monthly payments. Monthly pre-authorized payments are based on the previous year's taxes divided by 12. The first (5) (January-May) installments will be the same amount and the remaining (7) (June-December) installments will be adjusted to reflect the new current value assessment issued by MPAC (Municipal Property Assessment Corporation), as well as any tax rate changes that are applicable.

The Pre-authorized system will not be adjusted to accommodate additional charges/additions to the tax accounts. These must be paid separately.

ONLY PROPERTY TAXPAYERS WITH NO ARREARS WILL BE ALLOWED TO PARTICIPATE IN THE PLAN.

A CHEQUE MARKED "VOID" MUST BE SUBMITTED FOR THE BANK YOU WISH THE PAYMENT TO BE WITHDRAW FROM

Cancellations or changes to the plan must be received 15 days prior to the next debit date. The plan may be cancelled by the Municipality of Powassan if any payment fails to be honoured. If cancellation is required due to the sale of the property, written notice to the tax department is necessary.

NAME: _____

ROLL NO.: 4 9 5 9 - _____ - _____ - _____ - _____

STREET ADDRESS: _____

MAILING ADDRESS: _____

HOME PHONE: _____ WORK PHONE: _____

I hereby authorize the Municipality of Powassan to withdraw monies from my account for payment of my property taxes.

Date

Signature

For office use only:

Tax total: _____ Void Cheque received? Y N

Monthly tax amount: _____ (12 months)

Pre-Authorized Payment Plan

The Property Tax Pre-Authorized Payment Plan is an optional payment plan which provides an opportunity for taxpayers to make twelve (12) monthly payments for property taxes. You may enroll in this program at any time; payments run from January to December.

Monthly Payment:

A fixed monthly payment will be determined based on the previous year's total taxes divided by 12. The first five (5) installments (January – May) will be the same amount and the remaining installments will be adjusted to reflect the new current value assessment issued by MPAC (Municipal Property Assessment Corporation), as well as any tax rate changes which are applicable. This plan will repeat annually unless cancellation is requested. A notification will be sent advising you if there is a change in your pre-authorized payment amount.

Payment Dates:

Pre-authorized payments will be debited on the first Friday of each month.

Dishonored Payments:

- All dishonored payments will be subject to a service charge of \$35.00.
- The Municipality of Powassan may cancel enrolment in the Pre-Authorized Payment Plan if two (2) payments are not honored by the financial institution.

Changes:

If the property is changing ownership and is on the Tax Pre-Authorized Payment Plan, monthly withdrawals will continue until the Property Owner notifies the Property Tax Department to cancel the payments. It is your responsibility to ensure that the lawyer or notary provides you with a full credit on your Statement of Adjustments. Written notification to the Municipality of Powassan is required thirty (30) days prior to a payment date for the following changes:

- Selling your property
- Changing your bank account, bank or branch
- Withdrawal from the Pre-Authorized Payment Plan. If you withdraw from the Plan, any payments received will remain as a credit to your account.

To apply, complete and SIGN the **Pre-Authorized Tax Payment Plan** application on the back of this form and return it with a VOID cheque to the following address:

**Municipality of Powassan
Box 250, 250 Clark Street
Powassan, ON P0H 1Z0**

Please note that property tax accounts which are currently in an arrears position will not qualify for the Pre-Authorized payment plan unless approved by the Treasurer.

Further Information or General Inquiries – contact the Municipal Office at (705) 724 2813.