



APPLICATION TO PAY TAXES BY MONTHLY INSTALLMENTS

Personal Information: (please complete)

Name:	Roll Number:
Mailing Address:	Property Address:
Phone Res.:	Phone Bus.:

Monthly Tax Payment Amount		Monthly Payment Date
July – December 2017	January – June 2018	

Method of Payment: (please check one box only)

Post-Dated Cheques:	<input type="checkbox"/>
Preauthorized Debit: <i>(please complete attached PAD agreement and provide a VOID cheque)</i> Any fee levied by the financial institution shall be the responsibility of the taxpayer.	<input type="checkbox"/>

- Bylaw No. 1887 allows for any person owning or possessing property subject to taxation by the Town of Peace River, may upon making arrangements with the Municipal Treasurer pay such taxes by monthly installments.
- Any arrangements made pursuant to Section (4) shall be made prior to the 15th day of December in the year prior to the year in which the Plan is to commence.
- That said arrangements shall provide for twelve (12) monthly installment payments with the first payment made on or before the 31st day of January with subsequent payments being made monthly on or before the date listed above.
- Notwithstanding Section (4) any person who purchases property within the Town of Peace River may elect to enter into an installment agreement within thirty (30) days of the date of purchase of the property for the taxes owing for the balance of the year.
- In default of payment of any installment by the day named for payment thereof, the subsequent installments shall forthwith become payable.**
- Any payments that are dishonored by the taxpayer's financial institution due to non-sufficient funds, stop payment, account closed, etc. shall incur a \$20.00 NSF fee which will be added to the applicable tax roll account and will be due and payable by the taxpayer. If this occurs or if the taxpayer omits to remit payments, the Town of Peace River will be entitled to remove the taxpayer from the tax installment plan without notice.
- The penalties imposed under Section (1) of Bylaw No. 1640 do not apply to taxes outstanding where arrangements have been made pursuant to Bylaw No. 1626 for the payment of same by installments unless default in payment has occurred at which time the penalties shall be imposed on the balance of taxes then outstanding.
- It is the taxpayer's responsibility to ensure that all taxes are paid in full by December 31st of each year.**

Signature:	Owners of New Construction:
Date:	Possession Date:
	Purchase Price:

PLEASE ENSURE PAYMENT PLAN IS CANCELLED WITH 10 DAYS NOTICE IF PROPERTY IS SOLD.

****Every Year a new copy of this form with your newly adjusted payment amounts will be mailed (for all residents on the Monthly Payments Tax Plan). Payment amounts will be adjusted after the new Property Tax Levy for each year is released and mailed. Please inquire with our Office if you do not receive this form before June 30th of every year. We require this form signed and dated every year and returned to the Main Town Office to keep on file by June 30th deadline. We will give you a copy in return to keep on file for yourself. If you are unable to come into the office to drop this form off please send in by fax 780-624-4664 or email to cash@peacriver.ca (for the cashier clerk). Also our general email box is on our website if you have any questions or inquires.**

The information on this form is collected under the authority of the Freedom of Information and Protection of Privacy Act and the Municipal Government Act. The information will be used solely for purposes related to the administration of the Assessment/Taxation Programs. Questions about collection of this information may be directed to the Assessment/Taxation Department at (780) 624-2574.



TOWN OF
PEACE RIVER
ALBERTA

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