

How do I withdraw from the plan?

You may withdraw from the payment plan by giving at least two weeks notice prior to the next payment date. If you withdraw or your plan is cancelled, all unpaid taxes become due and payable, and are subject to penalties in accordance with the County's penalty bylaw.

What happens if I miss a payment?

If any payments are missed, the County may cancel the agreement and request payment of the total outstanding taxes, plus applicable penalties.

What if I change my account?

If you change your chequing account, please advise our Taxation department at 780-939-4321 or toll free 1-866-939-9303 at least two weeks before the payment is due.

How do I apply ?

To apply for the Tax Instalment Payment Plan, simply fill out the enclosed Pre-authorized Debit Form, and return it to our office, along with a sample cheque marked "VOID".

If you have any further questions about the Tax Instalment Payment Plan, please call our office.

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Additional application forms may be obtained at the County Centre.

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We must receive your signed application before January 10 for the plan to be effective that same year. If your application is received after that date, the plan will become effective January of the following year.



For more information

Phone: 780-939-4321 or

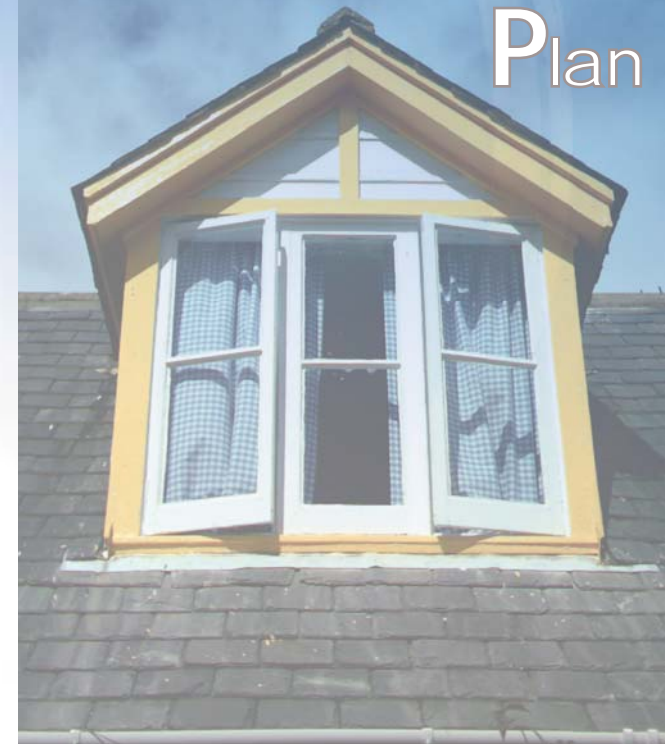
Toll Free 1-866-939-9303

Fax: 780-939-3003

Email: sturgeonmail@sturgeoncounty.ab.ca

www.sturgeoncounty.ab.ca

Tax Instalment Payment Plan



TIPPa convenient way to pay your property taxes

What is TIPP?

The Tax Instalment Payment Plan allows property owners in Sturgeon County to pay their property tax in monthly instalments rather than a single payment.

What is the advantage of the plan?

Many people find it difficult to make a single payment that comes due once a year.

Monthly instalments breaks your property tax into more manageable amounts, which may make it easier to budget.

Who can join?



You can join the plan if:

- your tax account is not in arrears
- you have chequing privileges at a financial institution (bank, trust company, treasury branch or credit union)
- you do not currently pay your taxes through a mortgage company (P.I.T.)

How does the plan work?

Your application must be received no later than January 10 for the plan to be effective that year. If your application is received after that date, the plan will become effective January of the following year.

Payments may only be made by automatic withdrawal from an account with chequing privileges at a financial institution. You must give written permission before the withdrawal will begin. We do not charge for this service; however, normal banking service charges may apply.

Payments begin January 31 of the new year and continue each consecutive month. As long as there are sufficient funds to guarantee payment, no penalty will apply.

Your current tax levy will be divided by 12 to establish your monthly payments for January to May.

Your monthly payment will then be adjusted in June to compensate for changes resulting from the annual tax levy. Your annual tax bill, usually issued in May, will show the total amount of instalments to date and the calculation of the instalment payments for the remaining portion of the year.

What happens if I sell my property?

If you are on the Tax Instalment Plan and sell your property, please inform our Taxation department at 780-939-4321 or toll free 1-866-939-9303 at least two weeks in advance of your next payment.

You are responsible for the taxes for the portion of the year that you owned the property. We can provide your solicitor with the balance on your account upon request. Your solicitor will take your Tax Instalment plan payments into consideration when transferring the property to the new owner.

