

THE CORPORATION OF THE CITY OF ELLIOT LAKE

TAX PRE-AUTHORIZED PAYMENT PLAN

Convenience & Savings!

Pre-authorized payments have many benefits

- There are no cheques to write out.
- You don't have to look for a parking space.
- There is no line waiting to pay your taxes.
- You save on postage and transportation costs.
- You don't have to keep track of due dates or payments.
- You never pay a penalty for missing a due date – monthly payments allow for easier budgeting.

Are you eligible?

- If you own a residential or commercial property you can take advantage of this convenient plan.
- If you have any arrears on your properties then special arrangements can be made in person.
- You can enroll in this plan for any or all your properties.
- Your initial application is valid as long as you own the property and as long as there are no NSF's – you do not have to re-apply every year.

Plan #1 – Monthly Convenience (5th)

Your tax payment will automatically be withdrawn from your bank account on the 5th of every month, starting on January 5th. Adjustment for tax increase or reduction will be made from September 5th to December 5th.

Plan #2 – Monthly Convenience (15th)

Your tax payment will automatically be withdrawn from your bank account on the 15th of every month, starting on January 15th. Adjustment for tax increase or reduction will be made from September 15th to December 15th.

Plan #3 – Four (4) Payments

Your tax payment will automatically be withdrawn from your bank account on each installment due date (**April, June, September and November**).

Cancel Any Time!

If you want to cancel pre-authorized payments, please notify the Tax Department before the **10th** day of the month.

How Do I Get Started?

Fill in this application.

By Mail: City of Elliot Lake
Tax Department
45 Hillside Drive North
Elliot Lake, ON P5A 1X5

With Your Application

Please enclose one of your personal cheques
Need Information?
For further information call Lindsay Kilby at
705.848.2287 ext. 2108
lkilby@city.elliottlake.on.ca

PRE-AUTHORIZED TAX PAYMENT PLAN APPLICATION FORM

Name: _____

Roll Number: _____

Property Address: _____

I/We authorize the City of Elliot Lake to debit my/our account indicated for all estimated property taxes payable to the City of Elliot Lake: (Please check one)

Mailing Address: _____

Twelve (12) monthly payments (5th)

Telephone: _____

Twelve (12) monthly payments (15th)

I/We understand that I/we will be withdrawn from the PAP plan should there be one (1) "Not-Sufficient Funds" (NSF).

Four (4) regular tax installment due dates

Be sure to include an unsigned cheque marked "VOID". For joint accounts requiring more than one signature all parties must sign this application.

Bank Name: _____

Signature: _____

Date: _____

Account #: _____

Signature: _____

Date: _____