

## **TAX INSTALLMENT PAYMENT PLAN (TIPP)**

Sign up before July 31<sup>st</sup> to pay your taxes in monthly installments

### **WHAT IS TIPP?**

TIPP is the Tax Installment Payment Plan by which taxpayers pay their property taxes for the following tax year in monthly installments by pre-authorized transfer of funds from their bank account, rather than one single tax payment

### **WHEN CAN I APPLY FOR TIPP?**

You can apply for the TIPP program at any time. Your monthly installments will be divided into 12 equal payments, based on your previous year's property tax bill and will be automatically withdrawn from your account each month.

If you enroll after July 31<sup>st</sup>, you will be responsible for either:

- Paying any missed installments immediately upon joining the program, **or**
- Making up the missed amount in a lump sum in July when taxes are due.

### **WHY SHOULD YOU USE TIPP?**

- TIPP breaks the annual tax payment into 12 monthly payments to make budgeting easier;
- Convenient and reliable method of ensuring that your tax bill is paid.

### **WHO CAN USE TIPP?**

All taxpayers are eligible providing all previous year's taxes are paid in full and your utilities have been paid up to date.

### **HOW DOES TIPP WORK?**

- Payments start in August each year and are made on the 10<sup>th</sup> day of every month thereafter;
- Monthly payments are calculated by dividing your annual tax levy from the preceding year by 12, this will be your payment amount from August to July;
- Once you are on the TIPP you will be automatically renewed on the plan each year.

### **HOW DO YOU APPLY FOR TIPP?**

To apply for TIPP, complete and sign the TIPP Pre-authorized Debit Application Form, attach a void cheque and return to the County Office.

**WITHDRAWAL OR CANCELATION**

- You may withdraw from TIPP by giving written notice two weeks prior to the next payment date.
- If 3 consecutive monthly payments are missed the County has the option to cancel the TIPP agreement.
- If your unpaid utilities are transferred to your tax roll, the County has the option to cancel the TIPP agreement.
- Any payments that are dishonored by the bank are subject to a service charge and penalties.

**For Further Information Contact**

Finance & Administration  
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