

**TOWN OF SOUTH BRUCE PENINSULA**  
**CUSTOMER AGREEMENT & AUTHORIZATION**  
**PRE-AUTHORIZED PAYMENTS**

**Taxpayer Information:**

Roll Number \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Telephone (    ) \_\_\_\_\_

**Financial Institution Information:**

Bank Name \_\_\_\_\_

Address \_\_\_\_\_ Account No. \_\_\_\_\_

Branch No. \_\_\_\_\_ Institution No. \_\_\_\_\_

(attach a blank cheque marked **VOID**)

The undersigned taxpayer authorizes the Town of South Bruce Peninsula to debit the bank account at the above branch and institution in payment of municipal taxes levied under the terms and conditions agreed to between the undersigned and the Town of South Bruce Peninsula, until such time as written notice to the contrary is received by the Town of South Bruce Peninsula. Choose either Plan 1 or 2.

1. \_\_\_\_\_ **MONTHLY BUDGET PLAN.** A notice will be sent advising you of the amount to be withdrawn from your bank account on the 10<sup>th</sup> day of each month, beginning January and ending November. Taxpayers will be advised in November each year of the balance to be withdrawn December 10th. **Enter month to start deductions** \_\_\_\_\_.
  
2. \_\_\_\_\_ **DUE DATE PLAN.** A debit in the amount stated on the tax bill may be drawn on the bank account on the due dates as established by municipal by-law. **Instalment date to start deductions** \_\_\_\_\_.

It is acknowledged by the undersigned that delivery of this Authorization to the Town of South Bruce Peninsula constitutes delivery by the undersigned to the above noted financial institution. It is warranted by the undersigned that the person whose signature is required to sign on the above roll number has signed this authorization.

Signature of Taxpayer: \_\_\_\_\_

Date: \_\_\_\_\_

# TOWN OF SOUTH BRUCE PENINSULA PRE-AUTHORIZED PAYMENT PLAN FOR TAXES

The Town of South Bruce Peninsula is pleased to offer you a choice of two direct debit plans for payment of your property taxes.

## 1. MONTHLY BUDGET PLAN

- Accounts will be reviewed each year by tax department staff to determine monthly Payments required. (11 equal payments with balance due December 10<sup>th</sup>)
- Tax bills will continue to be issued quarterly.
- Pre-authorized payments will be monthly on the 10<sup>th</sup> of each month.
- After two missed payments the customer forfeits the right to continue on this Budget plan and the balance owing must be paid in full.

## 2. DUE DATE PLAN

- Taxes will be paid by direct debit from your bank account in the amount and on the due Dates stated on your tax bill, and as established by by-law.
- After two missed payments the customer forfeits the right to continue on this Plan and the balance owing must be paid in full.

**Any bank dishonoured payment will be subject to a \$30.00 administration fee, plus applicable late penalties.**

Complete the Customer Agreement & Authorization form, attach a void, blank cheque and return to the Town of South Bruce Peninsula. **For further information, please call.**

<b>Taxpayer Record</b>	
Roll # _____	
_____ MONTHLY BUDGET PLAN	Amount \$ _____
Start Date: _____	
_____ DUE DATE PLAN	
Start Date: _____	

**Please note that the Town of South Bruce Peninsula is not responsible for any payments not accepted by the bank because of improper coding. Please check your bank records regularly to ensure these payments are being debited from your account.**