



## Town of Orangeville Pre-Authorized Tax Payment Plans

You can enroll anytime throughout the year, there are no fees to enroll. Please give fifteen (15) days to process.

### Mid-Year Enrollment:

- When enrolling mid-year, automatic monthly withdrawals are calculated by dividing the account balance by the number of remaining months up to and including October

### Four plans to choose from:

#### Option 1 – Standard -10 Month Plan

Your previous year's tax levy is divided into 10 equal payments and deducted directly from your bank account on the first Friday of each month from January to October.

It may be necessary to adjust your payment during the year due to assessment or tax rate changes.

#### Option 2 - Yearly -12 Month Plan

Your previous year's tax levy is divided into 12 equal payments and deducted directly from your bank account on the first Friday of each month beginning in November up to and including October of the next year. It may be necessary to adjust your payment during the year due to assessment or tax rate changes.

#### Option 3 - Installment Due Dates Only Plan

The exact amount of the installment will be deducted directly from your bank account on the actual date that it is due.

#### Option 4 - Arrears Repayment Plan

Direct withdrawals, in the amount set by you, will be deducted directly from your bank account on the first Friday of the month to address an outstanding balance. You can enroll at any time throughout the year. Once the account is current, you can transfer to a 10-month, 12-month or due date plan.

### Terms & Conditions:

- Your direct withdrawal amount is initially based on the previous year's taxes. The calculation of the current year's tax levy may make it necessary to adjust the direct withdrawal amount. You will receive a letter mid-year notifying you of any required adjustment to the direct withdrawal amount.
- If a payment is returned, you will be subject to a finance charge and applicable penalties. If you are on a Pre-Authorized Payment Plan the amount of the returned payment plus finance charges and applicable penalties will be added to the tax account. If any two payments should be returned, your enrollment in the Pre-Authorized Payment Plan will be terminated and you will revert to the four-installment system.
- If you wish to be removed from the payment plan, or if your banking information changes, you must notify the tax office in writing at least fifteen (15) day before the next pre-authorized payment is due.

**Contact the tax office for further details:  
519-941-0440 Ext. 2210 or email [propertytaxes@orangeville.ca](mailto:propertytaxes@orangeville.ca)**



**Town of Orangeville**  
**87 Broadway, Orangeville ON**  
**Tel: 519-941-0440 Ext. 2210**  
**Fax: 519-941-9569**  
**email: propertytaxes@orangeville.ca**  
**Pre-authorized Tax Payment Plan**

I/We want to register for the Pre-authorized Tax Payment Plan for property taxes:

Starting date: \_\_\_\_\_

Please give 15 days to process. Contact us for your payment calculations.

- Standard Plan –10 Months January to October - Debited the first Friday of each month
- Yearly Plan –12 Months November to October- Debited the first Friday of every month
- Due Dates Only – Debited on the actual installment due date
- Arrears Repayment Plan – Monthly – Debited the first Friday of the month \$\_\_\_\_\_

Assessment Roll # \_\_\_\_\_ Account # \_\_\_\_\_

Property Location: \_\_\_\_\_

Owner Name(s): 1) \_\_\_\_\_ 2) \_\_\_\_\_

email: \_\_\_\_\_

Telephone #: Res (\_\_\_\_\_) \_\_\_\_\_ Bus/cell (\_\_\_\_\_) \_\_\_\_\_

I/We hereby authorize the above Financial Institution to debit my/our account as indicated above for all payments payable to the Corporation of the Town of Orangeville. I/We accept and have read and agree to the Town’s pre-authorized payment plan terms and conditions herein defined and authorized the Town of Orangeville to begin deductions for payment of my/our tax account for the amount specified. I/We ensure that the funds will be available to cover withdrawal and that insufficient funds will result in finance charges as applicable and possibly cancellation of my/our enrollment in the payment plan. This authority is to remain in effect until cancelled by either myself or the Town of Orangeville by written notification and a given reasonable opportunity to act. Any delivery of this authorization to you constitutes delivery by me/us.

\_\_\_\_\_  
 \*\*Authorized Signature (1) \_\_\_\_\_  
Date

\_\_\_\_\_  
 \*\*Authorized Signature (2) \_\_\_\_\_  
Date

\*\* If more than one signature is required for withdrawals against the account number specified, all authorized signatures must be given.

**Attach a blank Chequing/Savings cheque marked “VOID”**