



Wheatland County  
 Hwy 1, RR1  
 Strathmore, AB  
 T1P 1J6

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

**TIPP Fax: (403) 934-4889**  
 Email: admin@wheatlandcounty.ca

ROLL NUMBER	LOCATION ADDRESS		LOCATION POSTAL	START DATE
APPLICANT NAME	EMAIL ADDRESS		HOME PHONE	BUSINESS PHONE
APPLICANT NAME	EMAIL ADDRESS		HOME PHONE	BUSINESS PHONE
MAILING ADDRESS	CITY	PROVINCE	POSTAL CODE	BUSINESS FAX
<b>I have read and understood the terms and conditions, including the Privacy Notification, as described on the reverse side of this application</b>				
BANK ACCOUNT HOLDER SIGNATURE		BANK ACCOUNT HOLDER SIGNATURE		<b>DATE</b> YYYY MM DD
<b>PLEASE TAPE A VOID CHEQUE HERE DO NOT USE LINE-OF-CREDIT, POWER LINE OR CREDIT CARD ACCOUNTS</b>				
DATE	DESCRIPTION	DUE DATE	TRANS AMOUNT	BALANCE
<b>IMPORTANT DATES</b>		<b>FOR INTERNAL USE ONLY</b>		
		CHEQUE ENCLOSED	DATE ON CHEQUE	AMOUNT
RETURN BY	START DATE	MONTHLY INSTALLMENT	LATE FILING FEE	<u>ENCLOSE PAYMENT</u>



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**TIPP APPLICATION**

ROLL NUMBER

AMOUNT DUE:

REMITTANCE PORTION-RETURN WITH PAYMENT  
 (SEE REVERSE FOR PAYMENT INSTRUCTIONS)

# Tax Installment Payment Plan – TIPP Application

## TERMS AND CONDITIONS

TIPP IS A MONTHLY INSTALLMENT PAYMENT PLAN PURSUANT TO SECTION 340 OF THE MUNICIPAL GOVERNMENT ACT AND THE WHEATLAND COUNTY BYLAW 2006-06 BY WHICH TAXPAYERS MAY MAKE CONSECUTIVE MONTHLY PAYMENTS FOR TAXES RATHER THAN A SINGLE PAYMENT.

I/We the applicant(s) authorize the bank to debit my/our account for the monthly tax installment payment payable to Wheatland County. Payments are due the 1<sup>st</sup> day of every month as payment in part of taxes due on the property named on the reverse side. I/We acknowledge Wheatland County has the right to cancel participation in TIPP if any payments are not honored by the participant's bank.

Payment amounts will be adjusted in June to compensate for the change in taxes as a result of the annual tax levy in May. At that time I/We will be notified of the total amount of installments paid to date and the new installment amount for the remainder of the year.

Payments may be made by automatic withdrawal, pursuant to Bylaw 2006-06. You must give written permission before the withdrawal will begin. Wheatland County does not charge for this service, however, normal bank service charges may apply.

You may join TIPP up to May 1<sup>st</sup>. The monthly payment will be calculated as if your payments had started January 1. You will be required to make an initial payment which is equivalent to missed payments plus a .42% late filing fee. Applications received after the 20<sup>th</sup> day of the month cannot be processed until the following month.

1. WITHDRAWAL/NON-PAYMENT – You may withdraw from the plan by giving written notice, **at least TWO WEEKS prior to the next payment. To obtain a sample cancellation form, or for more information on your right to cancel a PAD Agreement, contact your financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca).**  
Note: if you withdraw from the plan or your plan is cancelled, all unpaid taxes become due and payable, and are subject to penalties in accordance with the Penalty Bylaw. If any payments are missed, Wheatland County has the option to cancel the agreement and request payment of the total outstanding taxes.
2. TIPP Payments are non-refundable and are not transferable to other property tax accounts.
3. If you change your bank accounts, it is your responsibility to inform Wheatland County of the change in writing **at least TWO WEEKS prior to the next payment.**
4. TIPP automatically continues from year to year.

### PRIVACY NOTIFICATION

Personal information collected on this form is used for the purpose of administering the Property Tax Installment Payment Plan. It is collected in accordance with the Municipal Government Act, Section 340(2), and is protected by the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of personal information, please contact the Tax Clerk, phone number (403) 934-3321.

### PRE-AUTHORIZATION DEBITS (PAD's) RULE

You have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any debt that is not authorized or is not consistent with PAD Agreement. To obtain more information on your recourse rights, contact your financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca).

For further inquiries, call (403) 934-3321.

Our FAX number is (403) 934-4889.

### REMEMBER

ENCLOSE YOUR INITIAL PAYMENT IF REQUIRED.

Ensure your cheque is completed, signed and dated correctly

Print your roll number on the front of your cheque.

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PLEASE ENSURE OUR ADDRESS BELOW IS VISIBLE THROUGH THE WINDOW ENVELOPE

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