

# 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 (5<sup>th</sup>)

Your tax payment will automatically be withdrawn from your bank account on the 5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

### Plan #2 – Monthly Convenience (15<sup>th</sup>)

Your tax payment will automatically be withdrawn from your bank account on the 15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

### 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Your tax payment will automatically be withdrawn from your bank account on each installment due date (**April, June, September and November**).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 **10<sup>th</sup>** 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 (5<sup>th</sup>)

Telephone: \_\_\_\_\_

Twelve (12) monthly payments (15<sup>th</sup>)

**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: \_\_\_\_\_

# THE CORPORATION OF THE CITY OF ELLIOT LAKE

## WATER 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 Water bill.
- 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 (4<sup>th</sup>)

Your water payment will automatically be withdrawn from your bank account in twelve (12) equal payments on the 4<sup>th</sup> of every month.

### Plan #2 – Monthly Convenience (15<sup>th</sup>)

Your water payment will automatically be withdrawn from your bank account in twelve (12) equal payments on the 15<sup>th</sup> of every month.

### Plan #3 – Two (2) Payments

Your water payment will automatically be withdrawn from your bank account on each installment due date (**March and July**).

### Cancel Any Time!

If you want to cancel pre-authorized payments, please notify the Water Department before the **10<sup>th</sup>** day of the month.

### How Do I Get Started?

Fill in this application.

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

### With Your Application

Need Information?  
For further information call Lindsay Kilby at  
**705.848.2287 ext. 2108**  
lkilby@city.elliottlake.on.ca

PRE-AUTHORIZED WATER PAYMENT PLAN APPLICATION FORM

Name: \_\_\_\_\_

Water Account: \_\_\_\_\_

Property Address: \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_

Twelve (12) monthly payments (4<sup>th</sup>)

Telephone: \_\_\_\_\_

Twelve (12) monthly payments (15<sup>th</sup>)

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

Two (2) regular water 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: \_\_\_\_\_