

# Town of Fort Macleod Tax Installment Payment Plan (TIPP)

In accordance with Bylaw 1780



I/We authorize the Town of Fort Macleod to begin an automated monthly withdrawal for payment of property taxes from the bank account as provided.

These services are for (check one) \_\_\_\_\_ Personal \_\_\_\_\_ Business

Roll Number: \_\_\_\_\_ Street Address: \_\_\_\_\_

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

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

Telephone: \_\_\_\_\_ (Daytime) \_\_\_\_\_ (Cell)

Email: \_\_\_\_\_

PAYMENT AMOUNT: \_\_\_\_\_ START DATE: \_\_\_\_\_

The debit will be processed to your account on the **15<sup>TH</sup> DAY OF THE MONTH** or the next business day.

Payments are adjusted twice yearly, on July 15<sup>th</sup> and January 15<sup>th</sup>, based on the current tax payable. Adjustments are shown on the Annual Tax Notice.

**CANCELLATION:** You the Payor, may revoke the Authorization at any time, subject to providing notice 10 days prior to payment / withdrawal date. Payor may obtain a sample cancellation form, or further information on your right to cancel a PAD Agreement, contact your financial institution or visit [www.payments.ca](http://www.payments.ca)

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 debit that is not authorized or is not consistent with this Agreement. To obtain more information on your recourse rights contact your financial institution or visit [www.payments.ca](http://www.payments.ca)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**IMPORTANT** – Please return the completed form,

along with your **BANK INFORMATION** (Bank Number, Transit Number and Account Number) to:

[txclerk@fortmacleod.com](mailto:txclerk@fortmacleod.com) or drop off at the Town Office: 410 20<sup>th</sup> Street, Fort Macleod.

403-553-4425 – PO Box 1420, 410 20<sup>th</sup> Street, Fort Macleod – [www.fortmacleod.com](http://www.fortmacleod.com)



# Town of Fort Macleod

BOX 1420, FORT MACLEOD, ALBERTA, T0L 0Z0 TEL: (403)553-4425 FAX (403)553-2426 WWW.FORTMACLEOD.COM  
LOCATION: G.R. DAVIS ADMIN BUILDING, 410 – 20 ST, FORT MACLEOD, ALBERTA

## TO START ON TIPP FOR THE **2024** TAX YEAR:

### **TIPS ON TIPP** (*Tax Installment Payment Plan*)

Here's how to apply if you are not currently enrolled in TIPP:

Note: The Tax Year runs January to December (even though tax notices are sent out in May)

You are unable to start the TIPP program for the current Tax Year.

- 1) New TIPP applications for the 2024 Tax Year are accepted until **December 15, 2023**  
(contact Town of Fort Macleod for the application form)
- 2) Your current tax for 2023 must be at a zero balance by **December 31, 2023** in order to start the TIPP Program
- 3) Your first TIPP Payment would be applied **January 15, 2024**.  
The amount of your payment for Jan to June 2024 is noted on your 2023 Tax Notice under "Tax Installment Payment Program"
- 4) When the 2024 Tax Notice is sent out your new adjusted installment payment will be based on your 2024 Tax amount. This new payment will be applied **July 15, 2024**.
- 5) Benefit: When the **2024** Tax Notice is sent out you do not have to pay the balance owing on the Property Tax notice. Tax installment payments will continue and will pay off the balance owing by Dec 31<sup>st</sup>. No penalties will be applied to your **tax outstanding balance** as long as you keep your TIPP payments current.
- 6) If you have any change to your bank account information, please contact the Tax Clerk no later than **3 business days prior to the 15<sup>th</sup> of the month**.
- 7) Once started you will remain on the TIPP program from year to year unless...
  - a. We receive a Termination Notice no later than 3 business days prior to the 15<sup>th</sup> of the month.
  - b. Or, your TIPP payment is cancelled by the Town of Fort Macleod due to default in payment.

For more details, please contact the Tax Clerk at the Town of Fort Macleod 403-553-4425.

Email: [txclerk@fortmacleod.com](mailto:txclerk@fortmacleod.com)