



PENALTIES

Deadline for payment of 2022 Tax is JUNE 30, 2022 before 4:30 p.m.

Penalties are imposed under the authority of the **Town of Fort Macleod Bylaw #1849, the Tax Penalty Bylaw**, which is available to view on the Town's website.

- A tax payment that is sent by mail is deemed to have been received according to the **Canada Post date stamped on the envelope**. Please enclose the remittance portion of the notice with your payment.
- A tax payment that is made through a financial institution is deemed to have been received on the **date stamped by the institution or the transaction date if paid with online banking**.
- Receipts issued for a cheque shall be valid only when the amount of the cheque has been collected. Cheques that are returned NSF are not deemed to be received on time and will receive a penalty.
- Where taxes are paid by a mortgage company, the owner is responsible to ensure that the taxes are paid on time.
- **An assessment complaint** does not exempt the Property Owner from paying taxes on time or from late payment penalties. If a complaint is successful, the adjustment will be applied to the tax roll. Refund requests must be made in writing.
- Any property on which the taxes are in arrears is liable to the tax recovery proceedings specified in the *Municipal Government Act*.

PAYMENT METHODS

Remember Your 7 Digit Roll Number is your Tax Account Number for online payments.

Please include the bottom portion of the tax notice with ALL payments

Important! CREDIT CARD payments are NOT ACCEPTED for tax payments.

DEBIT, CASH, CHEQUE (Payable to "Town of Fort Macleod" **Postdated cheques are accepted**)

IN PERSON: at the Town of Fort Macleod office, Monday – Friday 8:30 am – 4:30 pm

EXTERNAL SECURE DROP BOX by front doors available 24 hours, 7 days/week.

Please include bottom portion of tax notice with your payment

****If using Drop Box Method, payment MUST be in the box BEFORE 4:30 pm on the DUE DATE: JUNE 30, 2022**

BY MAIL: Town of Fort Macleod, Box 1420, Fort Macleod, AB T0L 0Z0. **MUST be postmarked by JUNE 30, 2022.**

ONLINE BANKING: Offered through ATB, BMO, C1CU, CIBC, RBC, SCOTIA, & TD.

Select the Payee: "**Town of Fort Macleod Tax**" and enter 7 DIGIT TAX ROLL NUMBER (as listed on the Tax Notice)

Sign up for the MONTHLY TAX INSTALLMENT PAYMENT PLAN (TIPP)

The Town of Fort Macleod has TIPP to help taxpayers budget their property taxes over a twelve (12) month period. Taxation year is from January to December.

- To be eligible to **start in January** all tax arrears must be **paid in full by DECEMBER 31** of the current year.
- New applications are accepted until December 15th. First TIPP payment would be January 15th**
- Please contact the Town office to inquire about this option or to fill out an application.

GO PAPERLESS! TAX NOTICES CAN BE SENT BY EMAIL

Contact the Town of Fort Macleod for an application form.

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ASSESSMENT INQUIRIES

Benchmark Assessment Consultants Inc.

Phone: 1-800-633-9012 or 403-381-0535 Email: lance@benchmarkassessment.ca

2021 PROPERTY TAX ASSESSMENT INFORMATION IS AVAILABLE TO THE GENERAL PUBLIC:

<https://vps.camalot.ca/AsmtInfo>

In accordance with provincial legislation, you may receive sufficient detail about your property assessment and/or summary information about comparable properties for the current year.

Please contact the Tax Clerk or the Assessor for more information.

FILING AN ASSESSMENT COMPLAINT

What if you do not understand or disagree with your assessment?

- 1) **CONTACT THE ASSESSOR: Benchmark Assessment Consultants Inc.** Call or email for an appointment. Making sure you and the Assessor are clear on the valuation process and details of the property involved can often resolve issues you may have.

If, after first having discussed your assessment details with the assessor, you are still of the opinion that your assessment is incorrect:

- 2) **COMPLETE an ASSESSMENT REVIEW BOARD (ARB) COMPLAINT FORM.**

- a) Forms are available at the Town office or the following website:
<https://www.alberta.ca/property-assessment-complaints-and-appeals.aspx>
(scroll down and click on: "Assessment Review Board Complaint Form" open the form [LGS1402.pdf](#))
- b) The form(s) **must be filled out completely.**
- c) **COMPLAINT FEE is \$50 (per roll number)** payable to the *Town of Fort Macleod*
- d) **DEADLINE to FILE COMPLAINT** is specified on the front of your Tax and Assessment Notice
- e) Send or drop off completed form to:

Town of Fort Macleod

Clerk of the Assessment Review Board (ARB)

Mailing Address: PO Box 1420, Fort Macleod, AB T0L 0Z0

Office Location: GR Davis Administration Building, 410 – 20 Street, Fort Macleod, AB

Email: tax@fortmacleod.com Fax: (403) 553-2426

Complaint forms are INVALID if incomplete, filed after the deadline or without the required fee(s)

The Clerk of the Assessment Review Board will schedule a hearing where you can present your case. If the Assessment Review Board makes a decision in your favour, the complaint fee will be refunded. If you decide to withdraw your complaint prior to the hearing, the complaint fee will be refunded.

NOTE: An assessment complaint does not exempt you from paying taxes on time or from late payment penalties. If a complaint is successful, the adjustment will be applied to the tax roll. Refund requests must be made in writing.

SCHOOL TAXES: Information pertaining to school taxes may be obtained by calling the Government Education Property Tax Line toll free at **310-0000**, then dial **(780) 422-7125**.

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