



The Municipality of the
VILLAGE OF BURK'S FALLS

172 Ontario Street • PO Box 160 • Burk's Falls ON P0A 1C0
P 705-382-3138 • F 705-382-2273 • www.burksfalls.net

PRE-AUTHORIZED PAYMENT PLANS 2019

The Village of Burk's Falls is pleased to offer our Utility customers and Tax ratepayers the option of using our new Pre-Authorized Payment system to facilitate payments for these items. There are 3 programs related to property taxes available and are listed below. Please contact the Treasurer if you have any questions or require assistance.

- 1. Tax Payment Plan:** You are eligible to join this Plan if your property tax payments are CURRENT (UP TO DATE). Payments begin in February 2019 with the establishment of a payment agreement in January signed by the property owner(s) and the Treasurer for the Village of Burk's Falls. Payments will begin on the 15th day of each month or the last day of each month (your option) thereafter and continue on these days each month through to November 2019. A December withdrawal (if necessary) will be made for any final taxes owing.
- 2. DUE DATE PAYMENT PLAN (TAXES AND UTILITY BILLINGS):** Eligibility to join is established if your property tax account is CURRENT (UP TO DATE). Payments will be withdrawn on the regular established due dates that are displayed on your tax bill. Applications must be received 10 business days prior to the upcoming due dates. For example, the 2019 Interim Tax Billing is due Friday, March 29, 2019 so your application must be received and approved by Friday, March 15, 2019. The Final Tax billing for 2019 is due on Monday, September 30, 2019 so your application must be received and approved by Monday, September 16, 2019. Your Interim and Final Tax Bills will indicate the due dates and the amounts to be withdrawn. These bills are for your information only.
- 3. Defined Payment Plan (TAXES ONLY):** This plan does not require your tax account to be in a current status. This payment plan is designed for property owners that are in arrears and want to work on decreasing their arrears balance. Payment amounts are determined by the property owner in consultation with the Treasurer for the Village of Burk's Falls. Payment amounts will be withdrawn in 12 monthly installments on the 15th or last day of each month (your option) and continue each month on the 1st thereafter. Applications must be received at least 10 days before the first withdrawal. A new application would be required to make a change in the amount and must be received in our office 10 business days prior to the next withdrawal. **Penalty and interest charges will continue to accrue on tax arrears balances.**

IMPORTANT NOTES REGARDING ALL PAYMENT PLANS:

- Service charges according to our Fees Bylaw will be added if funds are not honoured by your financial institution;
 - The Treasurer for the Village of Burk's Falls may cancel or revoke your enrolment in any payment plan if a withdrawal is not honoured and unpaid balances will be subject to penalties if overdue;
 - Should you change your banking information, a completed and signed Banking Information Change Form must be received 10 business days prior to the next withdrawal in order to process your next payment;
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- If you wish to withdraw from a program at any time, a signed (2 signatures when applicable) written request must be received 10 business days prior to the withdrawal date;
- You will 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 your Pre-Authorized Debit agreement.

MOVING?

If you are selling your property you must notify the Village of Burk's Falls in writing a minimum of 10 business days prior to your sale date in order to cancel future withdrawals. Of you are moving within the Village of Burk's Falls, a new pre-authorized payment plan application must be fully completed, signed and re-submitted along with a new void cheque.

If you wish to join any of the payment plans noted, please us the application forms attached and return along with a VOID cheque to:

The Village of Burk's Falls
PO Box 160
172 Ontario Street
Burk's Falls, ON
P0A 1C0

Attention: Treasurer

Application forms, Cancellation Forms and Banking Information Change Forms for the Pre-Authorized Payment Plans can be accessed from the Village of Burk's Falls website-www.burksfalls.net.
