



Pre-authorized Monthly
Installment Tax
Payment Plan Agreement

Assessment & Taxation

FOR OFFICE USE ONLY

Date (m/d/y): _____ Approved by: _____

Transit/route/account no.: _____ Roll number(s): _____

Please remember to return this completed application with your VOID personal cheque or direct deposit form.

DYNAMICS: _____ EXCEL: _____ EXCEL (2): _____

This form is an online Monthly Installment Tax Payment Agreement to set up monthly installments for Annual Taxes. Please note that your tax account must be paid in full to qualify for this program. If you require assistance completing this form, please contact Lac Ste. Anne County at 780.785.3411 or toll free at 1.866.880.5722.

THIS AGREEMENT dated this _____ day of _____, A.D. 20 _____

BETWEEN:

LAC STE. ANNE COUNTY

— and —

Applicant name: _____

Mailing address: _____

City: _____ Province: _____ Postal code: _____

Email: _____ Home tel: _____ Bus. tel: _____

Municipal Address: _____ Roll #: _____

Lot _____ Block _____ Plan _____ Qtr _____ Sec _____ Twp _____ Rge _____ Mer _____

DIRECT DEBIT AUTHORIZATION

Applicants must submit a VOID cheque or direct deposit form with this completed application.

___ I/We hereby authorize Lac Ste. Anne County to submit request for monthly installments January through December each year, from my/our bank account, representing payment for current taxes.

The date I/we choose for this transaction shall be the: ___ **5th OF EACH MONTH** or ___ **17th OF EACH MONTH**

___ I/We understand that **four working days'** notice must be given to Lac Ste. Anne County Administration if the need arises to postpone a transaction.

Box 219, Sangudo AB T0E 2A0

T 780.785.3411 TF 1.866.880.5722 F 780.785.2359 E LSAC@LSAC.ca www.LSAC.ca

GENERAL CONDITIONS

Lac Ste. Anne County shall not be responsible or liable for any claim, demand, cost, expense, damage, penalty, delay or inconvenience to the applicant or any other person resulting from failure of Lac Ste. Anne County to perform any of the services herein contemplated arising out of any cause beyond the control of the County. **I/We agree that if the property is sold or transferred, or bank account changes, I/We shall notify the Lac Ste. Anne County office administration immediately to arrange for cancellation or amendments to this agreement.**

All amounts paid by me/us to the County as a prepayment of current year's taxes are non-refundable. The County may cancel the privilege of continuing in the plan, if two consecutive installments fail to be honoured. The unpaid balance of taxes shall be subject to the County's Penalty By-Law No. 40-2016, which may be amended from time to time.

Penalties shall not be applied to my/our tax account(s) having registered with a pre-authorized payment plan, unless the privilege has been revoked by the County.

This agreement is in effect until such time that it is canceled by either the applicant or Lac Ste. Anne County.

I/We hereby request that I/we be enrolled on the pre-authorized monthly installment tax prepayment plan.

Landowner/Applicant: _____ Signature: _____

Landowner/Applicant: _____ Signature: _____

This form is interactive. Once you download it, most of its fields and check boxes can be completed on your computer.

Please note that original signatures are required where indicated above. Faxed or emailed copies of this document will not be accepted. You must physically sign a printed copy of this form, and then submit it (along with your VOID personal cheque or direct deposit form) to the County administration office.

IMPORTANT NOTE

Developmental changes such as structural size, material quality, and completion of progressive homes under construction are just some of the factors that affect the market and will cause assessments to increase. If this applies to your property, you may want to make higher monthly payments earlier in the year to accommodate for potential tax increases on your next tax notice. Contact the Assessment & Taxation department at 780.785.3411 (toll free 1.866.880.5722) if this situation applies to your property.

This personal information is being collected in accordance with section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act*. This information will form part of a file that is publicly available on request. If you have any questions about the collection, use or disclosure of this personal information, please contact Lac Ste. Anne County FOIP Coordinator at the address below.

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