



TOWNSHIP OF MINDEN HILLS  
*In Season Every Season*

**Preauthorized Payment for Property Taxes**

**The Township of Minden Hills' Preauthorized Payment Plan offers you three convenient ways to pay your taxes. Payments will always be made on time, even if you are away. The monthly plan allows for easier budgeting. Save on postage and cheque writing.**

- 10 Month Plan** – February through June, instalment payments are 10% of the previous year's tax levy. July through November will be adjusted to reflect any increase/decrease in the current year's total levy. Payments will be withdrawn on the last banking day of each month. You will be provided with a payment schedule in January and June. Taxes must be paid to date with no overdue balances.
- Due Date Plan** – The two instalments shown on your interim tax bill and the two instalments shown on the final tax bill will be withdrawn from your bank account on the instalment due dates. Your tax account must be paid to date with no overdue balances.
- 12 Month Arrears Plan** – Monthly payments in the amount of \$\_\_\_\_\_. Amount must be approved by the Tax Department. Payments will be withdrawn on the last banking day of each month. Interest will continue to accrue. Payments will be applied first to outstanding penalty/interest, then towards taxes. Should you wish to use the 12 Month Plan for current tax payments, be advised that any portion of an installment not paid by the end of the month in which it is due will be subject to penalty. This is a set amount and is not automatically adjusted to account for tax increases; it is the owner's responsibility to monitor their account balance and to contact the tax department to adjust the withdrawal amount should it not be sufficient to cover the levied amounts. Penalty will not be waived for any reason.

Note: Check the plan you wish to participate in and return it to our office, along with a void cheque to:

**The Township of Minden Hills, 7 Milne Street, P.O. Box 359, Minden, Ontario K0M 2K0**

Property Tax Roll Number: 46-16- \_\_\_ - 000- \_\_\_\_\_ -0000

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

Name(s) on Tax Bill: \_\_\_\_\_

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

Daytime Telephone No.: \_\_\_\_\_

I/We authorize the Township of Minden Hills to debit my/our account, per attached void cheque, on the tax payment due dates. I/We understand that this program will be continued for subsequent years unless we notify you in writing to cancel the program. I/We further understand that should any payment be dishonoured by our bank for any reason, a \$25.00 fee and penalty/interest of 1-1/4% will be charged. If payment is not replaced before the next scheduled withdrawal date, participation in the program will be cancelled.

**Please Note:** Any other charges that are added to your tax account (such as Supplementary/Omitted Tax Bills, water/sewer charges, etc.) will not be deducted through the pre-authorized program and must be paid separately. If you do not pay other charges separately, you will be removed from the program.

**It is acknowledged that in order to revoke or change this authorization (i.e. bank account changes, cancellations, property ownership changes), the customer must provide written notice which must be received two (2) weeks prior to the next due date.**

Signature(s): \_\_\_\_\_  
(If two signatures are required on the bank account, both parties must sign this form)