APPLICATION FORM

□ **TIPP Program** □ **One-Time Payment**

*Please indicate your choice

Roll No. _____

Property Address _____

Name _____

_____

Mailing Address _____

_____

Phone No _____

I authorize the RM of St. François Xavier and the financial institution shown on the enclosed VOID cheque to make deductions from my account for payment listed above.

This authority shall remain in effect indefinitely unless revoked by the applicant or the RM of St. François Xavier. NSF charges will apply to all dishonoured payments.

Authorized Signature(s):

_____

_____

Date: _____

Please attach a "VOID" sample cheque

RM of St. François Xavier
1060 Hwy. 26
St. François Xavier, MB R4L 1A5
Fax: 204-864-2390
Email: info@rm-stfrancois.mb.ca

RM OF ST. FRANÇOIS XAVIER

RM of St. François Xavier

1060 Hwy. 26
St. François Xavier, MB R4L 1A5

Ph. 204-864-2092
Fax 204-864-2390

www.rm-stfrancois.mb.ca

T.I.P.P.

Tax Instalment Payment Plan

What is TIPP?

The Tax Installment Payment Plan is a payment plan which allows taxpayers to make monthly payments for property taxes rather than a single annual payment in September.

It can also serve as your one time payment at the end of September – saving you the hassle of writing a cheque or coming in to the Office.

How does TIPP work?

Monthly payments are automatically withdrawn from your chequing account at your financial institution. Your payment is calculated by dividing your most recent annual tax levy or an estimate of your current year tax levy into 12 installment payments. The payment amount will be adjusted in either January or July to allow for the discharge of the balance due by December. Prior to any changes, you will be advised of your monthly payment amount.

Withdrawals occur on the 15th day of each month beginning in January, and continue until December. Written authorization must be received before the withdrawals will begin.

The RM of St. François Xavier does not charge interest or service fees for the TIPP program; however, normal bank service charges may apply.

Who can use TIPP?

You can join TIPP if:
*Your tax account and all other accounts with the RM are current;
*You have chequing privileges at a financial institution;
*You do not currently pay your taxes through a mortgage company (PIT).

How do property tax adjustments affect my TIPP payments?

The monthly TIPP installment amount will be adjusted accordingly to reflect supplementary tax bills.

What happens if I sell my property during the year?

If you sell your property, TIPP participants are requested to inform the RM Office in writing at least two weeks in advance of the next payment. If you purchase a new property within the RM of St. François Xavier, you will be required to re-apply to continue on the TIPP program.

Withdrawal / Non-payment

You may withdraw from the TIPP program by providing written notice to the RM Office at least two weeks before the next payment date.

If your financial institution does not honour any payments, the RM Office may cancel the agreement and request payment of the total outstanding taxes.

If you withdraw or your plan is cancelled, all unpaid taxes become payable on the original due date, and are subject to penalties in accordance with the tax levy by-law.

One-Time Payment (Taxes)

A one-time payment allows the RM of St. Francois Xavier to withdraw an amount equal to the balance due on your property tax statement on tax due date. Complete the application on the back or download it from our website with the option "One-Time Payment" checked off and return it with a sample cheque marked VOID.

How do I apply for TIPP?

Complete the attached application form or download it at www.rm-stfrancois.mb.ca and return it with a sample cheque(s) marked VOID.

TIPP: Apply by December 15 in order to begin tax installment payments for the following calendar year.

An NSF charge will apply to dishonoured payments. The TIPP program is renewed annually for accounts in good standing; you will not be required to reapply.

Please contact the RM Office if you require more information on TIPP.