



## Monthly Tax Installment Agreement

Roll Number: \_\_\_\_\_

### Calculations

Name: \_\_\_\_\_

Previous Years Tax Levy: \$ \_\_\_\_\_

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

\$ \_\_\_\_\_

\_\_\_\_\_

Telephone: Home: \_\_\_\_\_

Current Years Tax Levy: \$ \_\_\_\_\_

Cell: \_\_\_\_\_

Five Equal Payment Amounts: \$ \_\_\_\_\_

Email: \_\_\_\_\_

**We Agree to the Following:**

Monthly installments shall be made by pre-authorized withdrawal. Attach a void cheque or bank notification with the required banking information.

There will be no penalty levied for monthly payments.

The monthly installments shall be calculated as follows:

- The monthly payment for the period January 1 to May 1 shall be five (5) equal payments calculated by dividing the tax levy from the previous year by twelve (12).
- The monthly payment amount for the period June 1 to December 1 shall be seven (7) equal payments calculated by crediting the tax levy from the current year with the amount paid in the first five monthly payments and dividing the remaining balance of the tax levy for the current year by seven (7).

When the taxes for the current year are levied, the amount of the remaining seven (7) monthly instalments will be calculated and a notice sent on your tax notice of the adjusted amount.

If an instalment payment is defaulted it will be subject to a \$40.00 fee and the County may cancel this tax instalment agreement and all taxes plus penalties which would have been levied if the plan had not been in effect shall be due and payable in accordance with the County Tax Penalty Bylaw 06-2011.

This agreement may be cancelled at any time, upon written notice by either party.

In the event of a sale of the above noted property, it is the taxpayer's responsibility to immediately notify the County Office to cancel this agreement.

\_\_\_\_\_

Date

\_\_\_\_\_

Taxpayer's Signature

\_\_\_\_\_

County Representative Signature

Personal information on this form is collected for Westlock County, and will be used to process your application. It is protected under the privacy provisions of the Freedom of Information and Protection of Privacy (FOIP) Act under the authority of Section 33(c). If you have any questions about the collection and use of this information, contact the Westlock County FOIP Coordinator at 780-349-3346.