

The Corporation of the



# Municipality of Trent Hills

66 Front Street South, P. O. Box 1030, Campbellford, ON K0L 1L0  
Phone: (705) 653-1900 Fax: (705) 653-5203

REVISED JANUARY 2012

## **PRE-AUTHORIZED PAYMENT OPTIONS TAXES AND WATER/SEWER ACCOUNTS**

TO PARTICIPATE IN THIS PROGRAM, THE BALANCE OWING ON YOUR ACCOUNT(S) MUST BE ZERO OR THE CURRENT BILL OWING ONLY.

A SIGNED AUTHORIZATION AGREEMENT, ALONG WITH A PERSONALIZED CHEQUE MARKED 'VOID' MUST BE RECEIVED, BY MAIL OR IN PERSON, IN OUR OFFICE AT LEAST 10 BUSINESS DAYS PRIOR TO THE DUE DATE. AUTHORIZATION AGREEMENT APPLICATIONS ARE AVAILABLE ON THE WEBSITE OR AT THE MUNICIPAL OFFICE.

**THE VOID CHEQUE MUST BE ON A CHEQUING OR SAVINGS ACCOUNT.**

**CREDIT LINE ACCOUNTS ARE NOT PERMITTED. INITIAL PROCESSING OF A CREDIT LINE WILL RESULT IN SERVICE CHARGES FOR THE OWNER.**

Once signed and processed, the Municipality will automatically debit your bank account for the amount due on the designated due date(s).

An Authorization Agreement is required for each property (which may or may not have both Taxes and Water/Sewer).

The Municipality will continue to issue the bills as usual. You will notice a message on your bill and that is your notification that you are enrolled in the Pre-Authorized Program. The bill will indicate the due date and the amount being debited from your bank account.

If you have any questions or concerns, please contact our office (1-705-653-1900 exts. 231, 229, 223 or 230).

### **BUDGET PLAN - TAXES ONLY:**

The Budget Plan for 2012 began November 30, 2011. This plan allows you to pay your property taxes monthly over a period of 12 months, penalty exempt. If you are interested in receiving further information or enrolling in the program, please contact the Tax Collector, Janice West 653-1900 ext 230, the Deputy Tax Collector, Bonnie Hie 653-1900 ext 223 or Accounts Receivable Clerk Debbie West 653-1900 ext 231 for further information.