



# Property Tax

## Pre-Authorized Payments

Application Form

**City of Dawson Creek**  
10105 - 12A Street, Box 150 Dawson Creek, BC V1G 4G4

**CONTACT INFORMATION:**

Name of Owner(s) \_\_\_\_\_

Roll# or Civic Address: \_\_\_\_\_

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

Phone #: \_\_\_\_\_

**Property Tax Calculation:**

Last Year's "Total Current Taxes"	\$		
Less: Home Owner Grant (if eligible)	\$		
Equals: Net Taxes	\$		/10= \$ <span style="border-bottom: 3px double black;"></span> Monthly Withdrawal

**Preauthorized payment plan is over 10 months and You are responsible for the Total Payable showing on your tax notice by the due date.**

**Terms & Conditions:**

1. I/we, understand that the payments come out on the first business day of each month except in January when they will come out after year end rollover up to 10 days after the first of the month. **No payments come out in June or July.**
2. I/we agree to inform the City of Dawson Creek, in writing, at least 10 days before a payment date, of any change in the financial institution, account information, cancellation, payment amount, or if I sell my property. This plan auto renews each year.
3. I/we understand that the payment plan does not exempt me from any penalties and interest on any outstanding account balances.
4. **I/we have to make the final payment, and, if eligible, claim the Home Owner Grant from the Province of BC by the legislated due date (July 2) to avoid penalties.**
5. Each payment will be treated the same as if the undersigned had personally issued a cheque and will be subject to NSF fees as per our Fees and Charges Bylaw. The City of Dawson Creek can cancel participation in the preauthorized payment plan if two consecutive authorized payments are not honored by the financial institution.
6. Interest will be paid at the government set rate on any credit balances except between May 1 and the tax due date.
7. I/we understand that any overpayments will be applied to next year and **no refunds** will be issued unless the property is sold.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date