



Pre-Authorized Withdrawal System

What is PAWS?

PAWS is a pre-authorized payment plan that allows taxpayers to contribute a fixed monthly payment towards the next year's taxes.

What are the benefits of PAWS?

- You will earn interest on your money
- There are no cheques to write each month
- Makes budgeting easier

You can join PAWS if:

- You are not paying your taxes through your mortgage

How do I apply for PAWS?

All you have to do is complete and sign the authorization form and return it to us with a voided cheque.

Do I have other prepayment options?

We accept Cash, Cheque, Interac, Telephone and Internet Bank prepayments starting in August and ending the following May. Your total payments may not exceed the most recent tax levy plus 5%.

How does PAWS work?

Ten monthly payments will be processed on the 5th day of each month starting in August and ending the following May. No payments will be processed in June and July.

The maximum monthly payment will be calculated by dividing the most recent tax levy (minus the Home Owner Grant) by ten; then adding 5%. Your monthly payment can be for that amount, or a lesser amount. PAWS payments and overpayments are non-refundable. Accounts with large overpayments will be reduced automatically.

The annual tax notices are mailed at the end of May and will show that year's tax levy, less the total prepayments and interest earned. You are responsible for any outstanding balance and if eligible, you must claim the Home Owner Grant each year.

If eligible, the Home Owner Grant application must still be filled out each taxation year.

I will be making tax prepayments from August 5 to May 5 (inclusive) in the amount of \$_____

PAWS (Pre-Authorized Withdrawal System)

Payments can be made towards property taxes by instalments through the District's Pre-Authorized Withdrawal System.

***Due dates and penalties apply to current outstanding Property Taxes.**

Property Address:	Folio Number:
Name:	Mailing Address:
City/Province:	Postal Code:
Phone Number: Home:	Work: Cell:

***A personal cheque marked "VOID" or a Pre-Authorized Banking Information Sheet from your bank is required.**

Monthly Payment Amount:

\$_____ debit to my/our account for ten monthly payments per annum payable to: District of Maple Ridge, 11995 Haney Place, Maple Ridge, BC V2X 6A9

I understand that payments through this program are non-refundable. In case of a sale of the property, any credit balance in my account will be purchased by the new owner.

Your treatment of each payment shall be the same as if I/we had personally issued a cheque authorizing you to pay as indicated and to debit the amount specified to my/our account. This authorization may be cancelled at any time by providing two weeks written notice. Any delivery of this authorization to you constitutes delivery by me/us.

Signature:	Date:
Signature:	Date:

For a joint account, all depositors must sign if more than one signature is required on cheques issued against the account.

FAQS:



Pre-Authorized Withdrawal System

- If you change your chequing account, please advise the Tax Department and provide a new VOID cheque, at least two weeks before the next payment date.
- If you wish to change your pre-authorized amounts during the tax year or for subsequent years, a written request must be received two weeks before the next payment date via email, fax, mail or in our office.
- If your property is sold, you must inform the Tax Department in writing at least two weeks in advance of the next payment. PAWS payments are non-refundable.
- If you sell your property, we will provide you with a Tax Certificate that will show the total of your PAWS payments. Your solicitor should take this information into account when preparing your statement of adjustments.
- Each payment will be treated as if it had been paid by cheque. If any payment is not honoured by your financial institution, returned cheque charges will apply and after three such instances the Municipality has the option to cancel your PAWS membership.

For more information, please contact us at:

Tel: 604-467-7336

Fax: 604-467-7331

revenue.collections@mapleridge.ca

Or drop by our office at 11995 Haney Place, Maple Ridge, BC V2X 6A9

Our Office Hours are:

Monday to Friday 8:00 am - 4:00 pm

June Only: Thursday 8:00 am - 8:00 pm