City of Kamloops

Tax Installment Plan Services (TIPS) Application

Canada's Tournament Capital

TIPS is an optional payment plan for taxpayers to make monthly prepayments towards their property taxes for the next year. Property taxes are billed annually in the middle of the year for the current calendar year (January 1 to December 31). Participants are responsible for applying for their Home Owner Grant annually (if eligible). The City pays interest on taxpayer deposits at the rate of 4% below the prime interest rate as set periodically by the Bank of Canada to a maximum of 1.5%. Interest will be paid on taxpayer deposits up to April 30 of the next year. No interest shall be paid when the prime lending rate is 4% or less.

Eligibility Guidelines

As TIPS is a prepayment (or savings) plan for the next year's property taxes, THE CURRENT YEAR'S PROPERTY TAXES MUST ALREADY BE PAID IN FULL AT THE TIME OF APPLICATION, and the applicant must have chequing privileges at a financial institution in Canada.

Calculated Monthly Instalments

The calculated monthly instalment is calculated as the previous year's gross taxes less the Home Owner Grant (if claimed), divided by a maximum of 11 monthly instalments. The calculated monthly instalment **is an estimate** and is not a guarantee of the amount of taxes that may be levied. The calculated monthly instalment will be recalculated every year. Minimum payment amount is $10.00.

Note: If any instalment payments are returned by the taxpayer's bank (for any reason), his/her tax account will be charged the current returned item fee. The taxpayer's plan will be cancelled after two (2) consecutive returned instalment payments.

Payment Dates

TIPS payments will be debited on the first business day on or after the 15th of each month. Authorized payments start on July 15 and continue to May 15, for a maximum of 11 consecutive automatic withdrawals. **No prepayments will be withdrawn in the month of June**.

Enrolment after the July start date (to accumulate the next year's estimated net property taxes) would require the applicant to remit the missed payments from July to the time of application **or** to increase the calculated monthly instalment amount.

Payments and interest earned are credited to the tax account each month. The accumulated credits are then applied against the balance due on the Property Tax Notice. An outstanding amount will occur if payments plus interest earned do not match or exceed the amount billed. When this occurs, the outstanding amount must be paid by the taxpayer by the due date to avoid the 10% penalty charge on the outstanding amount.

Any utility charges unpaid as of December 31 will be transferred to your tax account as Taxes in Arrears and will accrue interest on a daily basis [Section 245(1) of the *Community Charter*]. If you are enrolled in the TIPS program, please ensure utility accounts are paid in full by December 31. **Unpaid utilities transferred to your tax account could impact your TIPS eligibility**.

Important: Provincial legislation requires that any current taxes that remain outstanding after the due date shall be assessed a 10% penalty. To avoid this penalty charge, taxpayers must ensure that any balance remaining outstanding on their tax account (after instalments and the Home Owner Grant have been applied) is paid in full by the due date.

TAX INSTALMENT PLAN (TIPS) APPLICATION

Property Taxes

Folio No.

I/We hereby authorize the City of Kamloops to draw pre-authorized cheques against my/our account on the 15th of each month except the month of June. The authorization may be cancelled at any time by providing the City with two weeks' written notice. I/We understand that payments made are non-refundable and that I/we will inform the City if the property is sold.

Property Location (Civic Address)

Address

Date

City Province Postal Code

Name (Please Print)

Year of Birth

Daytime Phone No.

☐ I/We certify that my/our previous year's taxes are paid in full

☐ I/We have read, understand, and agree to the terms of the TIPS enrolment

Signature(s)

What Home Owner Grant claim will be made for the property:

☐ Regular ☐ Additional ☐ None

$_____
Monthly Amount
See Property Tax Notice for the Maximum Amount

CITY USE ONLY

Date Received

Start Month

Month/Year

Notes:

Please attach a VOID cheque or Pre-Authorized Debit Form.
Forms and account information can be returned to revenue@kamloops.ca

Print Form Clear Form