

Pre-Authorized Debit Plan (PAD) Application

1 Applicant Information		Office use only	
Date (mm/dd/yyyy)	Folio number	PAD Reference #	
Civic address		Received by	Date
Property owner(s) name		Posted by	Date
Email		Scanned by	Date
Phone		Comment / Start date	

2 Pre-Authorized Debit Details

I will pay current year's property taxes by due date. Yes No _____ Initial **Note:** Penalty and interest will be applied if current year's taxes are not paid by due date.

If no, select one of the following:

- Add current taxes, with penalty and interest, to debit amount.
- Only debit the amount I have specified on the PAD application (penalty and interest will accrue).

I/We _____, authorize the Township of Langley to debit the bank account supplied for the amount specified on my/our annual property tax statement OR for \$ _____ per month, and choose one of the following:

- Recalculate annually
- Remain static
- Utility only (defer property tax, not recalculated)

This pre-authorized debit is for (check one): Personal use Business use

3 Bank Account Information

- New application
- Updating banking information (attach a blank cheque to back of this form)
- Amount change

4 Home Owner Grant Information

Are you eligible to claim a home owner grant? Yes No _____ Initial

- Basic
- Senior - date of birth (mm/dd/yyyy) _____
- Additional

5 Authorization

I/We, the undersigned, have read and agree to the terms and conditions on the reverse of the Pre-Authorized Debit Plan application and hereby authorize the Township of Langley to draw the pre-authorized debit from my/our account for payment of property taxes on the first day of each month or the next business day from August 1 to May 1.

I/We, the payor(s), have waived the right to receive pre-notification of the amount of the pre-authorized debit and agree that I/we do not require advance notice of the amount of the pre-authorized debit before the debit is processed.

Account holder's signature _____ Print name _____ Date (mm/dd/yyyy) _____

Joint account holder's signature (if applicable) _____ Print name _____ Date (mm/dd/yyyy) _____



6 Terms and Conditions

Important

- Any outstanding balance must be paid by the annual property tax due date to avoid penalties.
 - The Pre-Authorized Debit Plan (PAD) does not withdraw the balance due on the property tax due date.
1. Apply for the home owner grant (if eligible) by the annual due date, even if there is a credit balance, at www.gov.bc.ca/homeownergrant.
 2. Ten equal pre-authorized debits will occur between August 1 and May 1. There are no pre-authorized debits in June or July. Payments will be processed on the first day of each calendar month. Any payment received will first be applied to outstanding taxes before being considered a prepayment.
 3. The Township pays interest on the prepayment amount equivalent to the prime rate less 3% to a maximum of 2%.
 4. The Township of Langley will indicate your new monthly debit amount on your annual property tax statement.
 5. Dishonoured debits from your financial institution will be charged a service fee and may result in penalty and interest charges. The PAD will cease if two consecutive debits fail to be honoured by your financial institution.
 6. Accounts with arrears or delinquent taxes are subject to interest charges as provided in the Community Charter and/or bylaw authorized thereunder.
 7. If a credit balance exists on an account on the tax due date, the credit will automatically be applied to reduce next year's pre-authorized monthly debit amount.
 8. If deferring your taxes, note that the utilities amount cannot be set to recalculate annually. If you would like to increase the amount, please advise us in writing when you receive your current property tax statement.
 9. This PAD agreement may be cancelled providing written notice is received by the Township of Langley seven days prior to the first of the month. To cancel, email tax@tol.ca and provide the property address, registered owner(s) and folio number.
 10. Properties with an outstanding balance are eligible for the PAD. Penalty and interest charges will apply and can be added to the monthly payment amount.
 11. Credits remain with the property. If the property is sold, credits must be adjusted between vendor and purchaser. Refunds are not available.

You have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any unauthorized debit or a debit not consistent with this PAD agreement. To obtain more information on your recourse rights, contact your financial institution or visit www.payments.ca.

Email completed form to tax@tol.ca

Attach void cheque here