



Maple Ridge

PAWS: Pre-Authorized Withdrawal Application

www.mapleridge.ca

Tel: 604-467-7316

Email: prepayment@mapleridge.ca

(Please check all that apply)

Monthly Withdraws Up to ten monthly prepayments withdrawn on the fifth day of each month August through May

Option One: Monthly Fixed Amount

Option Two: Annual Recalculation

Amount To Be Withdrawn: \$ _____

The monthly prepayment withdrawal can be recalculated based on the current year's taxes plus an estimated increase, less any homeowner grant/credits.

Due Date Withdrawals Balance withdrawal on the due date. This can be combined with monthly withdrawals option.

Home Owner Grant Eligibility

(Please indicate if a Home Owner Grant will be claimed for this property each year)

NO – NOT ELIGIBLE

YES, the oldest eligible claimant's 4-digit year of birth: _____

Property Information

MAPLE RIDGE CIVIC ADDRESS: _____

REGISTERED OWNER NAME(S): _____

EMAIL ADDRESS: _____ DAYTIME PHONE NUMBER: _____

Bank Account Holder Authorization

I/We; the bank account holder(s), authorize the City of Maple Ridge to withdraw the amount(s) indicated above or as identified on the annual tax notice from my/our bank account for the payment of property taxes and agree to all the listed terms and conditions. I/We; the authorized bank account holder(s), have attached a personalized void cheque or a certified pre-authorization debit form. **This authority will remain in effect until the City of Maple Ridge has received written notification from me/us of its change or termination.** I/We may contact my/our financial institution or visit www.payments.ca for more information.

CMR OFFICE USE ONLY

SIGN HERE: _____

PRINT NAME: _____

DATE SIGNED: _____

TERMS AND CONDITIONS

1. Applications must be received 15 business days prior to the next available withdrawal date.
2. Prepayment Agreement will automatically renew each year until 15 business days written notice is provided by the Registered owner(s) or account holder.
3. If annual recalculation was requested, the City of Maple Ridge will adjust your payment amount August of each year based on an estimate of next years' taxes.
4. The Province of British Columbia sets the interest rate quarterly, simple interest will be paid on any credit balance of your property tax account.
5. If eligible, the registered owner must apply for the home owner grant each year by the Property tax due date to avoid penalties.
6. Any request to change bank account information, monthly prepayment amount, or home owner grant eligibility must be submitted in writing at least 15 business days prior to the next scheduled withdrawal date.
7. You will immediately notify the City of Maple Ridge in writing to cancel enrollment when the property is sold or ownership is transferred. There will be no refunds on any prepayments. Credits must be adjusted or accounted for between the buyer and seller on the vendor statement of adjustments.
8. The City of Maple Ridge will charge an administrative fee on any dishonoured payments received from your financial institution.
9. The City of Maple Ridge will cancel your Prepayment Agreement if your financial institution refused to honour three consecutive withdrawals.
10. Delivery of this authorization to the City of Maple Ridge constitutes delivery to the authorized bank account holder's financial institution.

Submit Completed Application & Void Cheque By Mail / Drop Box / In Person / Email:

City of Maple Ridge, Revenue Services, 11995 Haney Place, Maple Ridge, BC V2X 6A9