City of Maple Ridge – Property Taxes

PAWS: Pre-Authorized Withdrawal Service

Please Read - Important Information

- **PAWS is meant as a prepayment for next year's taxes. All property taxes must be paid by the due date to avoid penalties / interest.**
- **Applicants must notify the City of Maple Ridge in writing to cancel or change PAWS when the property is sold or transferred.**
- **PAWS payments are not refundable. If a property is sold, any credit should be accounted for in the Statement of Adjustments.**
- The City can cancel the applicant's use of PAWS if the applicant's financial institution refuses to honour 3 consecutive withdrawals.
- The City may impose and collect a service charge on any dishonoured withdrawals.
- For more information on your recourse rights, contact your financial institution or visit *www.cdnpay.ca*

Property Tax Pre-Authorized Withdrawal Service Agreement Form

Civic Address:
Apt. No. House No. Street Postal Code

Property Folio Number:

Registered Owner(s):
Last Name, First Name or Company Name

Name on Bank Account:
Last Name, First Name or Company Name (***If different than Registered Owner***)

Please attach a blank cheque marked 'VOID' or equivalent from your bank. ***PLEASE DO NOT EMAIL***

Daytime Phone Number: | **Other Phone Number:** | **Fax Number:**

Email Address: (*Please note that this address may be used by the City Finance Department to contact you in regards to your Municipal accounts*)

Mailing Address: (***If different than the Civic Address above***)
Apt. No. House No. Street

Town/City Province/State Country Postal Code/Zip Code

Please Indicate 'YES' or 'NO' for All Options Listed Below

Do you want monthly payments? ☐ YES ☐ NO Monthly Amount To Be Debited: $ _____

10 monthly withdrawals *to be applied to the tax account as payments on the* ***fifth of every month*** *from* ***August to May*** *each year. There are no regular withdrawals in June or July. Feel free to ask us for an estimate to help you decide on the right amount.*

Do you want annual re-calculation? ☐ YES ☐ NO

By checking 'YES' you agree that the 'Monthly Amount To Be Debited' above will be adjusted to the monthly amount advised on the annual tax notice issued next June based on the current years taxes plus an estimated increase less any home owner grant / credits.

Do you want an annual debit on the due date? ☐ YES ☐ NO Year of First Withdrawal: _____

One annual withdrawal *on the property tax due date to pay any* ***final amount due*** *as indicated on the annual tax notice issued in June. This can be combined with monthly payments or be your only withdrawal. If you check 'NO' you will be responsible to pay any* ***final amount due*** *by the due date to avoid penalty.*

Please note: New applications for this feature must be received no later than June 15

Home Owner Grant Information

Will you be claiming a Home Owner Grant on this property each year? ☐ YES ☐ NO Birth Year: _____

Home owner grants still need to be claimed <u>every year</u> if eligible. Provide the birth year of the first eligible owner to be claiming the Additional Home Owner Grant as a senior (age 65 any time during the tax year). *This information will be used to determine which Home Owner Grant amount is applicable so that the Annual Re-calculation and Annual Debit on the Due Date calculate correctly. If this information changes, please let us know so we can update your account.*

If you will be claiming an Additional Home Owner Grant due to disability reasons, please indicate here: ☐ YES

Please Read and Sign Below

Date of First Withdrawal: | **Example: May 5**

I/we request and authorize the City of Maple Ridge and the financial institution designated to withdraw the amount(s) indicated above or as identified on the annual tax notice. The amount withdrawn for the annual debit on tax due date will be based on me/us claiming the Home Owner Grant, as indicated above if applicable, on or before the due date. ***This authority will remain in effect until the City of Maple Ridge has received written notification from me/us of its change or termination.*** *This notification must be received at the address provided below at least 10 business days before the next debit is scheduled.*

Authorized Signature

2nd Authorized Signature (If Required)

Date: (YYYY/MM/DD)

Date: (YYYY/MM/DD)

Need Help?

- Visit Our Website: mapleridge.ca/182
- Contact: prepayment@mapleridge.ca or 604-467-7316

MAPLE RIDGE
British Columbia

Doc ID: 2994325

Submit Complete Application & Void Cheque By:

- Mail / Drop Box / In Person:
  City of Maple Ridge
  11995 Haney Place
  Maple Ridge, BC V2X 6A9
- Fax: 604-467-7331
- **PLEASE DO NOT EMAIL US YOUR BANKING INFORMATION FOR YOUR SAFETY**