

# DUE DATE: JULY 2, 2021

- A 5% penalty will be charged on unpaid 2021 taxes on July 3, 2021
- Another 5% penalty will be charged on unpaid 2021 taxes on September 2, 2021

## PAYING YOUR TAXES

**Starting 2021, postmarks are not accepted as proof of on-time payment.**

Payments must be received by the due date, in our office, to be considered on time. It is your responsibility to make payments early enough so that we receive them on time. Please see [mapleridge.ca/181](http://mapleridge.ca/181) for more payment information.

- **Online / Telephone Banking**

Add Maple Ridge as a payee to your financial institution's online bill-payment service. The account number is your property's 10-digit folio / roll number **without the dashes**.

- **At Your Financial Institution**

Bring your tax notice and keep the receipt for proof of payment date. Make sure that payment is applied to the correct folio / roll number.

- **24-hour Drop Box** (*at the north entrance*)

Drop off your cheque and payment stub in the Drop Box at the north side entrance. This is available 24 hours a day. **DO NOT DEPOSIT CASH**. If you need a receipt mailed to your property address, make a note on the front of the remittance stub.

- **By Mail**

Include remittance stub, make cheques payable to the City of Maple Ridge (*you can post-date cheques to the due date*) and mail to:

City of Maple Ridge - Property Tax  
11995 Haney Place  
Maple Ridge BC V2X 6A9

Allow for mailing time. ***If mail is lost or delayed, and payment is received after the due date, it will be considered late and subject to penalty.***

- **At Maple Ridge City Hall**

During the COVID-19 pandemic, there may be limited access to City Hall and other City facilities. We abide by all Provincial Health Orders. See [mapleridge.ca/2408](https://mapleridge.ca/2408) or call 604-463-5221 to check if City Hall is open to the public.

When we are open, you can pay in-person by:

- cheque, bank draft or cash (\$10,000 cash limit)
- debit card (check your card transaction limits with your bank)

- **Credit Card (1.75% service fee)**

Pay online at [ipn.paymentus.com/otp/stde/dmr](https://ipn.paymentus.com/otp/stde/dmr) using Paymentus, a third-party payment service. Paymentus charges a service fee that is 1.75% of the transaction amount. You can also pay by phone at 1-855-480-9594. There is a maximum \$5,000 payment per transaction but multiple payments can be made.

- **PAWS (Pre-Authorized Withdrawal Service)**

Enroll by June 15 to have your tax payment withdrawn from your bank account on the due date. Please see [mapleridge.ca/2325](https://mapleridge.ca/2325) or email us at [autodebit@mapleridge.ca](mailto:autodebit@mapleridge.ca) for more information.

## **TO AVOID PENALTY**

Make sure that by the due date:

- our office has received your payment of **Total Taxes Due**
- you have claimed your Home Owner Grant with the Province at [gov.bc.ca/homeownergrant](https://gov.bc.ca/homeownergrant) (if eligible)

- **Deferring Property Taxes?**

Make sure that by the due date:

- you have submitted your online deferment application to the Province at [gov.bc.ca/propertytaxdeferment](https://gov.bc.ca/propertytaxdeferment)
- our office has received your payment of *Total Utility Services* and any prior year tax balances and interest owing
- you have claimed your Home Owner Grant with the Province at [gov.bc.ca/homeownergrant](https://gov.bc.ca/homeownergrant) (if eligible)

- **Returned Payments**

A payment returned by financial institutions because of insufficient funds or any other reason is considered a non-payment and is subject to penalties and interest charges. A \$25 administration fee will be charged for each returned payment.

- **Appealing the Penalty**

The total 10% penalty rate is set by the Province as per the *Municipal Tax Regulation* and cannot be appealed.

## **INTEREST CHARGES**

Tax balances that are in arrears or are delinquent are charged daily interest until paid. Interest on this statement is calculated to the due date.

## **ADDITIONAL INFORMATION**

- **Provincial Tax Deferment Program**

This low interest loan helps qualified home owners pay their annual property taxes on their principal residence. To see if you qualify or to submit your application online, see [gov.bc.ca/propertytaxdeferment](http://gov.bc.ca/propertytaxdeferment) or call 1-888-355-2700. You must still:

- pay the **Total Utility Services** amount to the City of Maple Ridge and any prior year tax balances owing
- claim your Home Owner Grant at [gov.bc.ca/homeownergrant](http://gov.bc.ca/homeownergrant) (if eligible)

- **Delinquent Taxes**

Properties with delinquent taxes are sold to the highest bidder on the last Monday in September unless paid before 10 am on the day of the sale. Please see [mapleridge.ca/2327](http://mapleridge.ca/2327) for more information.

- **Tax & Utility Prepayment Plan**

Prepay next year's property taxes and utilities with our PAWS program. For more information or to make changes to your PAWS account, please see [mapleridge.ca/2325](http://mapleridge.ca/2325)

- **Mortgage Tax Payment Plans**

Some mortgage agreements have the lender collect and pay property taxes on the client's behalf. Confirm with your lender if they are paying the taxes. Note: lenders cannot claim the Home Owner Grant on their clients' behalf.

- **Change of Mailing Address**

Changes of address must be submitted directly to BC Assessment. Please see [mapleridge.ca/2224](http://mapleridge.ca/2224)

- **Change of Ownership**

If this property has been sold, please forward this tax notice to the purchaser or return it to the City of Maple Ridge Property Tax Department.

## **CONTACT US**

Website	<a href="http://mapleridge.ca/178">mapleridge.ca/178</a>
Email	<a href="mailto:revenue@mapleridge.ca">revenue@mapleridge.ca</a>
PAWS program	<a href="mailto:autodebit@mapleridge.ca">autodebit@mapleridge.ca</a>
Telephone	enquiries 604-467-7336
Fax	604-467-7331
Location	11995 Haney Place Maple Ridge Municipal Hall 1st Floor
Office Hours	8 am – 4 pm Monday to Friday ( <i>excluding holidays</i> ) Thursdays (June only) 8 am – 8 pm

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**AVOID PENALTY - CLAIM YOUR HOME OWNER GRANT BY THE DUE DATE (JULY 2, 2021)**

# **GOV.BC.CA/HOMEOWNERGRANT**

The Provincial Home Owner Grant reduces the amount of property tax you pay for your principal residence in Maple Ridge. Starting 2021, municipalities will no longer accept Home Owner Grant applications; instead, property owners will submit them directly to the Province.

## **FOR MORE INFORMATION, TO CHECK YOUR ELIGIBILITY OR TO SUBMIT YOUR CLAIM**

- Go to [gov.bc.ca/homeownergrant](http://gov.bc.ca/homeownergrant) or call **1-888-355-2700** to speak to a live agent

## **REMINDERS**

- You must apply for the grant every year that you are eligible
- You can claim a grant without making a payment (this will reduce your property tax balance)