

To Village of St-Pierre-Jolys property owners:

The Village of St-Pierre-Jolys would like to inform you of our new Tax Instalment Payment Plan or T.I.P.P. that will be available starting December 1, 2020.

The Tax Instalment Payment Plan or T.I.P.P. is a monthly tax instalment payment plan that allows property and business owners to make consecutive monthly payment for taxes rather than a single annual payment. When the T.I.P.P. option is chosen, you do not qualify for the 2% discount for early payment of taxes in July.

The T.I.P.P. program starts on December 1st and payments are made on the first banking day of each month by automatic withdrawal from an account with chequing privileges at a financial institution.

Please find attached the information sheet and application form for the program.

For further information, please contact the Village of St-Pierre-Jolys Office.

Sincerely,

Tina Bubenzer

Chief Administrative Officer

Tax Instalment Payment Plan (T.I.P.P.)

1. What is “T.I.P.P”?

- T.I.P.P. is a monthly Tax Instalment Payment Plan that allows property and business owners to make consecutive monthly payments for taxes rather than a single annual payment.

2. When can I join T.I.P.P.?

- You may join the plan at any time during the year.

3. Who can join T.I.P.P.?

- **You can join T.I.P.P. if:**
 - your tax account is paid in full;
 - you have chequing privileges at a financial institution (bank, trust company or credit union);
 - your application is received at least two weeks before your first instalment payment.

4. How does T.I.P.P.

The program begins on December 1 this year and November 1 of every year going forward, however, you may join at any time during the year. Payments are made on the first banking day of each month by automatic withdrawal from an account with chequing privileges at a financial institution.

The monthly payment is calculated by dividing the previous year's tax levy by the number of instalments. Instalment amounts are adjusted in June for property taxes to allow for any changes resulting from the new tax levy. At the time of the annual tax billing, you will be notified of the total amount of instalments paid to date and the calculation of the new instalment amounts for the remaining payments in that year.

5. Is there an application fee or any other charges associated with the Plan?

- There is no application fee for this service.

7. What happens if the estimate T.I.P.P. payment is too high or too low as compared to my actual taxed?

- During the annual billing process for both property and business taxes the T.I.P.P. payment is recalculated and is adjusted for the taxpayer to ensure that the proper amount of the current year taxes will be fully paid prior to October 31st. A notice of new payment amount will be mailed.

8. How do I cancel the T.I.P.P. program?

- You must provide written notification two weeks prior to the next withdrawal date and forward to our office via mail, email or in person.

7. How do supplementary tax adjustments affect my T.I.P.P. payments?

- **Property Tax Accounts**
 - If you are an existing TIPP customer and you receive a change to the assessed value of your property (e.g. new building, renovations, etc.) these supplementary taxes will be added to your monthly TIPP payment over twelve equal monthly instalments.
 - If you are a new TIPP customer your monthly instalment will be calculated to distribute the supplementary taxes over the remaining instalments for that calendar year.
- **Business Tax Accounts**
 - Changes to the annual rental value of your business (e.g. new business, increased space, etc.), will result in your monthly instalment being adjusted to distribute the taxes over the remaining monthly payments in that year (unless you pay the supplemental tax notice amount by the stated due date). Written notification will be issued.

6. How do I apply for T.I.P.P.?

- To join T.I.P.P., you must complete a T.I.P.P. application form and forward to our office via mail, email or in person to:

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Box 218
St-Pierre-Jolys, MB R0A 1V0
Email: info@villagestpierrejolys.ca