



## Tax Installment Payment Plan (TIPP) Enrollment Conditions

1. The Tax Installment Payment Plan is in accordance with the Town of Redcliff's Bylaw 1889/2019 – Tax Installment Payment Plan Bylaw.
2. Any person who owns property within the Town of Redcliff, and who does not have a balance owing on their tax account may elect to enter into a tax installment agreement with the Town of Redcliff prior to June 20<sup>th</sup> for the property taxes for that year.
3. Arrangements shall provide for up to twelve (12) monthly installment payments withdrawn on the 15<sup>th</sup> day of each month.
4. Any changes to banking information or any other changes are required 5 business days in advance of a payment date.
5. A TIPP is deemed to be no longer in good standing if the following situations occur: the EFT process fails, the taxpayer fails to pay a service charge in accordance with Town's Bylaws, or the taxpayer does not comply with the terms and conditions of the TIPP. As a result, the TIPP agreement will be deemed to be terminated.
6. The TIPP will continue until the customer makes a formal request to cancel, or they are cancelled by the Town of Redcliff.
7. Electronic signatures are accepted.
8. A void cheque or an official document from a financial institution is required.

## Tax Installment Payment Plan Form

Customer Name: \_\_\_\_\_ Tax Roll Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Civic Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

I, \_\_\_\_\_ (Customer's name) authorize the Town of Redcliff to debit my/our account on the 15<sup>th</sup> day of each month for payments payable to the Town of Redcliff in respect to the above mentioned Tax Roll Number.

\_\_\_\_\_

\_\_\_\_\_

Authorized Signature for Account

Second Authorized Signature for Account (If applicable)

**ATTACH A VOID CHEQUE OR AN OFFICIAL DOCUMENT  
FROM A FINANCIAL INSTITUTION WITH SIGNED FORM**