

To join, cancel or change
your information on the

MONTHLY TAX PAYMENT PLAN

online, please visit our
website at

www.airdrie.ca

Go to:

- *City Services*
- *Taxation*
- *Forms*
- *Monthly Tax Payment
Plan Forms*
(online or printable)



MONTHLY TAX PAYMENT PLAN

Monthly Tax Payment Plan

TAXATION DEPARTMENT

400 Main Street SE
Airdrie, Alberta T4B 3C3

Phone: 403.948.8856 (Taxes)
Email: taxation@airdrie.ca

Phone: 403.948.8855 (Assessment)
Email: assessment@airdrie.ca

Fax: 403.948.6567

View property assessments at
www.airdrie.ca/multimap



What is the Monthly Tax Payment Plan (MTPP)?

MTPP allows taxpayers to make automatic monthly payments for taxes rather than a single annual payment.

Who can use the MTPP?

You can join the plan:

- if your tax account is paid up to date;
- if you have banking privileges at a financial institution;
- if you currently remit taxes with your mortgage payment; your mortgage company must agree to waive that requirement.

How does the plan work?

- An application form must be completed.
- Payments are made by automatic withdrawal from your bank account at a financial institution.
- Payment is withdrawn on the last day of the month. If the last day of the month is not a regular business day, the payment will be withdrawn the following business day.
- The City does not charge for this service, however, normal bank service charges may apply.
- The plan runs from January to December (first payment January 31). First five monthly payments based on the previous year's tax levy.

NOTE: Current participants do not need to reapply.

Changes to the instalment amount can change due to increases or decreases to the annual levy and will be effective for the last seven payments of the year. Participants will be notified of the total amount of instalments paid to date and the new instalment amount required for the remaining payments. Payments recalculate January and June each year.

Why should I use the MTPP?

Monthly instalments break this large payment into smaller payments to make monthly budgeting easier. Participants are not subject to late payment penalties.



Withdrawal/non-payment

Participants can withdraw from the plan at any time by giving written notice two weeks before the next payment date. All outstanding taxes become due and payable and subject to penalties in accordance with the City By-law. Any payment returned N.S.F. may result in termination of the plan and applicable N.S.F. fees will apply. All outstanding taxes become due and payable and subject to penalties.

Change of account

If you change your bank account number, please advise the City of Airdrie by providing a new VOID cheque or by filling out an on-line change of banking information form (www.airdrie.ca), at least two weeks prior to the next payment date.

What happens if I sell my property during the year?

If you sell your property, please inform the City of Airdrie in writing two weeks in advance of the next payment. All instalment payments are non-refundable and non-transferable. The City can provide the owner's solicitor with the most recent tax levy and the total instalment payments made to date in the current year.

Example

Prior years taxes	\$2,000.00
January through May payments: \$2,000/12 months =	\$166.66
Tax Bill	\$2,100.00
Less Payments: January - May	\$833.30

BALANCE OWING	\$1,266.70
June through December	
\$1,266.70/7 months =	\$180.96
\$180.96 x 7 months =	\$1,266.72

BALANCE DECEMBER 31 (.02)

The credit balance will be adjusted into the final payment in December, which, in this example, the December payment will be adjusted to \$180.94.

