

These services are for (check one):

- Personal Business Use

Financial Institution: Name: _____

Branch Address: _____

Account Number: _____

Financial Institution Number (3 digits): _____

Branch Transit Number (5 digits): _____

1. Any returned payments will be subject to an administration fee.
2. Non-sufficient funds (NSF) payments will be re-presented by the City's bank for a second withdrawal attempt within seven (7) business days after the first attempt is returned.
3. If a bank payment is returned twice during any taxation year, enrolment in the Pre-authorized Payment Plan will be terminated.
4. If you choose to change or cancel the plan at any time, the City requires two weeks notice, in writing, to amend or stop deductions prior to the next withdrawal date. To obtain a sample cancellation form, or for more information on your right to cancel a PAD Agreement, contact your financial institution or visit www.cdnpay.ca.
5. You have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any debit that is not authorized or is not consistent with this PAD Agreement. To obtain more information on your recourse rights, contact your financial institution or visit www.cdnpay.ca.

Personal information on this form is collected under the authority of section 342 of the Municipal Act, 2001, S.O. 2001, C. 25, (as amended), and will be used to determine eligibility for enrolment in a Pre-authorized Tax Payment Plan for automatic bank withdrawals to remit taxes to the City of Hamilton. Questions about this collection should be directed to the Customer Service Program Co-ordinator, Tax Section, 71 Main Street West, PO Box 2040 STN LCD 1, Hamilton ON L8N 0A3, 905-546-CITY (2489).

I authorize the City of Hamilton to debit my bank

account starting on: _____

Signature: _____

Date: _____

FOR OFFICE USE ONLY:

_____/_____/_____

About your Bill

- February and April interim property tax instalments are included in this mailing. A second bill or notice **will not** be mailed for the April instalment.
- Your 2012 interim property tax bill is due in two instalments:
 - February 29, 2012
 - April 30, 2012
- A penalty of 1.00% per month will be charged for late payments.
- When you buy property in Hamilton, a fee for processing the ownership change may be applied to your June tax bill. The fee will appear in the "Special Charges" section of your bill.
- If you have sold your property please return the tax bill to the city indicating the date the property was sold.

FOR MORE INFORMATION

Call us at . . .

- 905 546 CITY (2489) for general inquiries
- 519 647-2577 if calling from 519 area code (St. George exchange) in Flamborough
- 905 634-2971 if calling from Campbellville
- 1-866-296-6722 for the Municipal Property Assessment Corporation

Write to us at . . .

City of Hamilton
Corporate Services Department, Tax Section
71 Main Street West
PO Box 2040 STN LCD 1
Hamilton, ON L8N 0A3

Check our Web site for additional information on tax rebate programs available. . .

www.hamilton.ca

SERVICES AVAILABLE IN THE HEART OF YOUR COMMUNITY

Payment Options . . .

See the back of your tax bill:

Our Service Centres are listed below:

- Ancaster Municipal Service Centre
300 Wilson Street East
Ancaster, ON L9G 2B9
 - Dundas Municipal Service Centre
60 Main Street
Dundas, ON L9H 5E7
 - Flamborough Municipal Service Centre
7 Innovation Drive, Suite 117
Flamborough, ON L9H 7H9
 - Glanbrook Municipal Service Centre
4280 Binbrook Road
Glanbrook, ON L0R 1C0
 - Hamilton Citizen Service Centre
71 Main Street West
Hamilton, ON L8P 4Y5
 - Stoney Creek Municipal Service Centre
777 Highway 8
(corner of Jones Rd. & Highway 8)
Stoney Creek, ON L8G 4N9
- Pay or inquire about property taxes
 - Apply for a Marriage License
 - Book Bulk Goods Pick-up
 - Purchase an Open Air Burning Permit
 - Drop off well water sample for testing
 - Renew Business or Establishment Licenses
 - Meet with a Building Department Representative (Times vary by centre)
 - Purchase or renew dog licenses
 - Purchase Transit passes/tickets: HSR, DARTS, Taxi Scrip
 - Purchase a backyard composter
 - Browse Tourism Information
 - Pick up a blue box or waste collection calendar
 - Purchase city merchandise
 - Pay various fines
 - Information on city services, bylaws and projects



Hamilton

Guide to Your 2012 Interim Property Tax Bill

Albion Falls



Including convenient and easy payment options

Hours of Operation

Monday - Friday
8:30 a.m. - 4:30 p.m.

Interim Property Taxes

Your interim billing is calculated on the following formula:

50% of your 2011 tax rate

X

The assessment value of your property as it appears on your 2011 tax bill

+

50% of any 2011 capping adjustment (if any)

+

Any balance on account as of the billing date

Bills for Multi-use Properties

If you own a property with more than one type of assessment (example: your property is zoned both Residential and Commercial), you will receive one tax bill.

Important Dates & Helpful Reminders

Your interim property tax bill has two stubs. Here's how to use them when paying your bill **by mail or in person.**

- Include the first stub with your payment for the 1st instalment, due February 29, 2012.
- Retain the second stub and include it with your payment for the 2nd instalment, due April 30, 2012.

OR

- Include both stubs when paying the bill in full by the 1st instalment date of February 29, 2012.

OR

- Include both stubs when submitting cheques post-dated to the instalment due dates (February 29 and April 30, 2012).

Late Payments . . .

Late payments will result in a penalty charge of 1.00% per month, applicable on the first day past due. This charge is applied for the entire month.

Paying by Mail

When paying by mail, the taxpayer assumes responsibility for the late arrival of payment. A penalty will be charged if the payment is received after the due date.

Please make cheques payable to the City of Hamilton and **remember to include a remittance stub** which is printed on your tax bill with your payment. If a receipt is required, please include a self-addressed stamped envelope with your payment.

Paying in Person

At Your Municipal Service Centre

Taxes may be paid at your local Municipal Service Centre (see locations on back) from 8:30 a.m. to 4:30 p.m.

At Hamilton City Hall 71 Main Street West, Hamilton

Payments can be made at the Citizen Service Centre, from 8:30 a.m. to 4:30 p.m.

After Hours

Cheques can be deposited in drop boxes located at Hamilton City Hall, or at your local Municipal Service Centres in Ancaster, Dundas, Flamborough, Glanbrook and Stoney Creek.

At a Bank

Taxes may be paid at any branch of a chartered bank or financial institution.

By Telephone/Computer Banking

Check with your local financial institution to register for telephone or computer banking. You will need to use the first 11-digits of your property roll number which is located on the top left corner of your tax bill. Penalties will be charged on any outstanding balance on the first day of each calendar month.

Please make sure that you update your 11 digit property roll number with your bank when you sell and relocate to a new property address in Hamilton.

Go Green with Electronic Tax Bill Delivery

The City of Hamilton and Canada Post have teamed up to offer the electronic delivery of property tax bills. If you would like to receive all future tax bills electronically, delivered by Canada Post through their ePost system, please sign up now online at your bank or at www.epost.ca to receive all future tax bills electronically. The benefits of receiving your tax bill electronically are: it's free, it's environmentally friendly, it's secure and private, bills can be stored and retrieved for up to 7 years and you have access anywhere, anytime, to your tax bills.

Phase-in of Eligible Assessment Increases

The Government of Ontario has made a number of changes to the property assessment system which took effect for the 2009 property tax year including the phase-in of eligible assessment increases.

To provide an additional level of property tax stability and predictability, market increases in assessed value between the January 1, 2005 and January 1, 2008 valuation dates are phased in over four years (2009-2012). The phase-in program does not apply to decreases in assessed value. The full benefit of any decrease is applied immediately.

IF YOU DO NOT AGREE WITH YOUR ASSESSMENT

There have been a number of changes to the Request for Reconsideration (RfR) and Appeal processes. If you feel your assessed value or property classification is not correct, The Municipal Property Assessment Corporation (MPAC) will review it free of charge.

The deadline to file your RfR is:

March 31 of the tax year (for the 2012 taxation year = March 31, 2012).

Forms are available at www.mpac.ca, or call MPAC at 1-866-296-MPAC (6722) to request a form.

Pre-authorized Payment Plans

By completing the enrolment form attached to this brochure, you can join one of five convenient pre-authorized plans. Payments are automatically withdrawn from your bank or other financial institution.

To join any of the pre-authorized plans (with the exception of the **Arrears Plan**), you are required to include payment for your outstanding balance with your application.

PRE-AUTHORIZED PAYMENT PLAN APPLICATION

Please attach a VOID cheque to the completed form and return to the City of Hamilton, Corporate Services Department, Tax Section, 71 Main Street West, PO Box 2040 STN LCD 1, Hamilton, ON L8N 0A3 or FAX your application and a copy of VOID cheque to 905-546-2449.

Select one Pre-Authorized Debit (PAD) Plan agreement below:

- 12-Month Plan—1st of the month. Taxes must be current. Current tax bill withdrawn on or after January 1 to December 1 inclusive.
- 12-Month Plan—15th of the month. Taxes must be current. Current tax bill withdrawn on or after January 15 to December 15 inclusive.
- 10-Month Plan. Taxes must be current. Current tax bill withdrawn on or after February 1 to November 1 inclusive.
- Instalment Plan. Taxes must be current. Current tax bill withdrawn on the four instalment due dates scheduled for the last working day of February, April, June and September.
- 12-Month Arrears Plan. For tax accounts in arrears but not tax registration. Penalties and interest on taxes in arrears shall be 1.00% per month (12% per annum) imposed on the first day of default and on the first day of each calendar month thereafter in which default continues. Payments will be withdrawn on the last working day of January to December inclusive.

Amount to be withdrawn: \$ _____

* Payment plan is subject to approval by Tax Section employee.
(Taxpayer determines the amount to be paid ON **ARREARS PLAN ONLY.**)

Name(s): _____

Mailing Address: _____

City: _____

Province _____ Postal Code _____

Phone No: (Residence) _____

(Business) _____

For the purpose of paying property taxes at:

(Property Location) _____

... complete back portion