

CITY OF OWEN SOUND
2008 INTERIM TAX BILLING INFORMATION

Your 2008 Interim Tax Bill is enclosed for your review and payment.

If you recently sold your property and if you are satisfied that you are no longer responsible for the realty taxes levied against it, please return the enclosed tax bill to our office in order that we can redirect it to the new owner.

For our Interim billing we use a property's December 31, 2007 annualized assessment value and calculate the Interim tax levy using 50 % of our 2007 tax rate. Instalment due dates for our Interim tax levy will once again be during the months of February and March. Your Interim tax billing is divided into two (2) instalments:

The First Instalment is due on February 29th, 2008

The Second Instalment is due on March 31st, 2008

A '**penalty**' charge for non-payment of a current year instalment amount (or portion thereof) will be charged at the rate of 1 ¼ percent per month. Penalty is added to tax accounts on or about the first day of each month following default and continues to be charged each month until December 31st. From the 31st day of December an '**interest**' charge at the rate of 1 ¼ percent per month will be charged on tax arrears and added to delinquent accounts on or about the first day of each month until the tax arrears are fully paid. **Payments are applied first to all interest and penalty charges owing and then to the oldest unpaid tax.**

Although some taxpayers may have appealed their property's assessed value the appeal process does not relieve the taxpayer of the responsibility to pay their Interim tax levy on the required due dates (otherwise, late payment charges will be incurred).

When making payment, please detach the appropriate perforated payment stub from the bottom of your tax bill and mail it with your payment to ensure credit to your tax account. For your convenience, there is a drop box located at the front door of City Hall. To use our drop box, simply place your instalment stub(s) and cheque(s) together in an envelope and deposit your envelope into the box. You may also pay your taxes by using Telephone/Internet banking (if your bank offers you these services) or you may also pay your property taxes by Cash or Bank Debit directly at our office. **Do Not Deposit Cash Into The 'Drop Box'.**

To reduce postage and handling costs, receipts for payments by cheque will be issued upon request only. We encourage you also to save postage by mailing to us (in one envelope) two cheques to pay your first and second instalment. Post-date your second cheque to March 31st, 2008 and we will process it on that date.

Vacancy Tax Rebates, Section 357 Tax Adjustments & Charity Tax Rebates:

The **deadline** to submit an application to our office for a vacancy tax rebate for a 2007 vacancy in a Commercial or Industrial building or to submit an application for a Municipal Act, 2001 Section 357 tax adjustment or for a 'Registered' Ontario Charity to submit an application for a rebate of a portion of the Commercial or Industrial realty taxes that they may have paid the City during 2007 on property that they own and occupy or on Commercial or Industrial realty taxes that they may have paid their Landlord due to rental obligations under a 'Net Rental Lease' is **February 29, 2008.**

Note: Applications received after the February 29th deadline date cannot be accepted.

PLEASE READ REVERSE SIDE

Would You Like To Enroll Your Property In One Of Our Pre-Authorized Payment Plans?

We have two (2) Pre-Authorized Payment (PAP) Plans available for our taxpayers to conveniently pay their property taxes.

When a taxpayer's property is enrolled in our 'INSTALMENT ONLY' PAP Plan each of the taxpayer's four (4) yearly instalments will automatically be deducted from his/her bank account. An application to enroll a property in this PAP Plan can be accepted **up to five (5) days prior to an instalment due date.**

When a taxpayer's property is enrolled in our 'MONTHLY BUDGET' PAP Plan the taxpayer's property taxes will be paid over a ten (10) month period (ie January to October). A taxpayer participating in this PAP Plan will have his/her ten (10) monthly payments processed on the last business day of each month.

Applications to enroll in our 'MONTHLY BUDGET' PAP Plan are normally received and processed prior to December 15th each year; however, late applications to enroll in this PAP Plan can be accepted **up to ten (10) days prior to a 'month-end' payment date.** Please Note: A taxpayer wishing to enroll in this PAP Plan after December 15th will be required to pay all monthly payments that have been missed (and, as well, pay all tax arrears and any outstanding penalty/interest charges that may exist on their account) prior to their application being approved.

Applications to enroll properties in our Pre-Authorized Payment (PAP) Plans are available at our Financial Services Department Front Counter located on the 1st Floor of City Hall at 808 2nd Ave East. If you would prefer that we mail one of our PAP applications to you, simply call our Financial Services Department at (519) 376 – 4440 (Ext 239) or (Ext 280) and ask our staff to send an application to you. Or, if you wish, you can print one of our PAP application forms from our Internet Web Site: <http://e-owensound.com>. Please Note: Once at our web site, select 'CITY SERVICES', 'FINANCIAL SERVICES' and then 'FORMS'. These selections will take you to the forms that are available from our Financial Services Department.

**CITY HALL BUSINESS HOURS
8:30 AM TO 4:30 PM
MONDAY TO FRIDAY**

If you have questions regarding your 2008 Interim Tax Bill or information contained in this insert, please feel free to contact our Tax Department Staff at (519) 376 – 1440 or meet with us in person at City Hall located at 808 2nd Ave East.