

Town of Drayton Valley

Tax Instalment Payment Plan -TIPP



The Tax Instalment Payment Plan is an efficient and convenient way to make monthly pre-payments towards your property tax account.

Your payment is automatically withdrawn from your bank account on the first business day of each month over eleven (11) months, making financial planning easier and avoiding the risk of late payment penalties.

How does TIPP work?

Every year, property tax notices are mailed at the beginning of May and they are due on the last business day in June. The TIPP program offers eleven (11) monthly instalments based upon your current year's tax levy, for property taxes and local improvement taxes to be withdrawn from your bank account on the first business day of each month from July to May. If necessary, an additional automatic payment will be taken on the first business day in June to balance the property tax account at zero.

New applicants are encouraged to apply by June 20 to make the cut-off for the start of July withdrawal.

Applications will be accepted after June 20 and will be pro-rated over the months remaining up to and including May.

To be eligible for the TIPP program, your current property taxes, local improvement taxes and/or any tax arrears must be paid in full.

What is required to apply?

1. Confirm your property tax account is paid and up to date.
2. Complete the Town of Drayton Valley TIPP Agreement.
3. Attach a Pre-Authorized Debit Form or void cheque along with the signed Agreement.
4. Submit documents in person or email to tax@draytonvalley.ca

Bank Account Changes

Should your bank account information change, you must fill out the TIPP agreement again and supply updated banking information at least ten (10) business days prior to your next TIPP withdrawal.

Service Charges

Any payment not honored or processed by your bank is subject to a service charge. After two (2) defaulted payments, your participation in the TIPP plan could be cancelled.

Do I need to re-apply every year?

No, once you are approved the TIPP plan automatically continues every year unless a Cancellation Form is submitted.

Cancelling TIPP

The Town of Drayton Valley TIPP Cancellation Form must be completed or visit www.cdnpay.ca for further information. This should be submitted at least ten (10) business days prior to your next TIPP withdrawal.

Note: If you cancel your TIPP participation, all unpaid taxes are subject to penalties in accordance with the Town of Drayton Valley Tax Penalties Bylaw #2002/01/F and any subsequent amendments thereto.

My taxes are currently paid through my mortgage payment. Can I still enroll in the TIPP program?

No. Your property tax payment is sent to the Town of Drayton Valley by your bank.

Can I transfer my credit if I move to another property?

No. You must cancel the Agreement for the property you are moving from and re-apply for the new property you take ownership of. The Town of Drayton Valley does not reimburse for credits using this program. A lawyer should account for a credit in your Statement of Adjustments during the sale of a property.

If I own multiple properties do I need separate agreements for each?

Yes. Each Agreement corresponds to the individual property. If you own multiple properties, each one must have its own Agreement. If the payments are coming out of the same bank account for all properties, only one void cheque or Pre-authorized Debit Form is required.

Am I able to apply for the TIPP program after June 20?

Yes, applications received after June 20 will be pro-rated over the remaining months up to and including May.

TIPP documents are available online at www.draytonvalley.ca

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