



## CITY OF OWEN SOUND 2007 INTERIM TAX BILLING INFORMATION

Your 2007 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, 2006 annualized assessment value and calculate the interim tax levy using 50 % of our applicable 2006 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 instalments:

**The First Instalment is due on February 28<sup>TH</sup>, 2007**

**The Second Instalment is due on March 30<sup>TH</sup>, 2007**

A percentage charge as a penalty for non-payment of tax of 1 ¼ percent (one and one-quarter percent) shall be charged on the first day of default and on the first day of each calendar month thereafter in which default continues to December 31<sup>st</sup>. From the 31<sup>st</sup> day of December in the year in which the taxes are levied until the taxes are paid, interest at the rate of 1 ¼ percent (one and one-quarter percent) per month, or fraction thereof, shall be added to the amount of all taxes due. 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. **Do Not Deposit Cash Into The 'Drop Box'.**

### WOULD YOU LIKE TO ENROLL IN ONE OF OUR PRE-AUTHORIZED PAYMENT PLANS?

We now have two (2) Pre-Authorized (PAP) Payment Plans available for our taxpayers to conveniently pay their property taxes. If you would like to enroll in our 'INSTALMENT ONLY' PAP Plan your application can be accepted up to five (5) days prior to an instalment due date. Applications to enroll in our 'MONTHLY BUDGET' PAP Plan are normally received and processed prior to December 15<sup>th</sup> each year; however, late applications to enroll in this PAP Plan can be processed to March 15<sup>th</sup>. Please Note: A taxpayer wishing to enroll in this plan after December 15<sup>th</sup> may be required to make a partial payment prior to their application being approved.

If you would like to receive an application please contact our Tax Department at 376 – 4440 (Ext 280 or Ext 239) and an application will be mailed to you. Or, simply drop by City Hall and pick up an application at our Tax Department Front Counter.

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 30<sup>th</sup>, 2007 and we will deposit it on that date.

- i) The **deadline** for submitting an application to our office for a tax rebate for a 2006 vacancy in a Commercial or Industrial building is February 28, 2007. Applications received after the deadline date cannot be accepted.
- ii) The **deadline** for submitting an application for a Municipal Act, 2001 Section 357 tax adjustment for the 2006 tax year is also February 28, 2007. A couple of examples of Section 357 tax adjustments are as follows:  
- for the 'demolition of a building during 2006' or for 'ceasing to operate a Home Occupation that was commercially assessed'. Applications received after the deadline date cannot be accepted.

**CITY HALL IS OPEN FROM 8:30 A.M. TO 4:30 P.M. MONDAY TO FRIDAY**