

HOW TO MAKE ONLINE PROPERTY TAX PAYMENTS

Paying your property taxes online through your financial institution is fast, easy, and convenient. Here's the step-by-step process.

- To make a property tax payment, you need:
 - online access to pay bills through your financial institution
 - the 8-digit folio number from your Property Tax Notice (located underneath the mailing address as shown below right)

2014 PROPERTY TAX NOTICE

DUE DATE Wednesday, July 2, 2014



10% PENALTY IF NOT PAID OR GRANT NOT CLAIMED BY JULY 2, 2014

- Once you have your folio number, log on to the online banking website of your financial institution.

SAMPLE, JOE
1234 MAIN ST
CAMPBELL RIVER BC V9W 1A2 6858

LEGAL DESCRIPTION			
TOTAL NET ASSESSED VALUES FOR TAXATION PURPOSES			
CLASS	GENERAL	SCHOOL	HOSPITAL
1 - Res	180,300	180,300	180,300

	COLUMN A NO GRANT	COLUMN B BASIC GRANT	COLUMN C ADDITIONAL GRANT
SCHOOL	462.54	462.54	462.54
LESS: N&R HOME OWNER GRANT		-462.54	-462.54
NET SCHOOL TAXES	462.54	0.00	0.00
LIBRARY	49.03	49.03	49.03

- Proceed to the **Bill Payment** option.

FOLIO NUMBER	12345.678	ACCESS	987654
PROPERTY ADDRESS			
PID		RATES	

- Add the City of Campbell River as a payee. (Find your financial institution's payee name and number for the City of Campbell River in the table below.)

- Use your folio number as the account number. Insert zeros to complete the beginning of the number if necessary. Most online banking programs will not accept the period character that separates the first 5 digits from the last 3. If yours won't accept the character, simply omit it.

- Once the City of Campbell River is set up as a payee, select the "Pay Bills" option provided by your financial institution and make a payment on your tax account.

- The confirmation number/code issued by your financial institution serves as your confirmation that payment will be made per your request. No receipt will be issued by the City of Campbell River for online payments.

If you haven't claimed your Home Owner Grant, you may do so online at the City of Campbell River website. Visit www.campbellriver.ca and click on *Home Owner Grant*. You will need your folio number and access code from your property tax notice. **Completed Home Owner Grant applications must be received at City Hall (or completed online) by July 4, 2016 to avoid penalty.**

Please note: If a payment is rejected by your financial institution it will be subject to penalty. If payment is made after your financial institution's local cut off time on July 4, 2016, these payments will be processed with a payment date on the next business day and will be subject to penalty.

FINANCIAL INSTITUTION	PAYEE NAME	PAYEE NUMBER
Bank of Montreal (BMO)	Campbell River, City of Tax	1663525
CIBC	Campbell River (City Of) Tax	1639
Credit Union	Campbell River, City	954
HSBC (HK Bank)	City of Campbell River Tax	100225
Royal Bank (RBC)	City of Campbell River Taxes	2641
Scotiabank	Campbell River (City) Tax	2197
Tangerine (ING Direct)	City of Campbell River	54119
TD Canada Trust	Campbell River (City of) Tax	2819



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301 St. Ann's Road
Campbell River, BC. V9W 4C7
Telephone: 250-286-5715
Email: taxes@campbellriver.ca
www.campbellriver.ca

ONLINE PROPERTY TAX PAYMENT

What are the basic eligibility requirements to claim a Home Owner Grant?

To be eligible for the Home Owner Grant, you must be a Canadian Citizen or Landed Immigrant and ordinarily reside in British Columbia. This means you:

- have all or most of your personal belongings in BC
- have (or are eligible for) BC Medical Insurance
- have (or are eligible for) a BC Driver's License and are able to register vehicles in BC
- file a BC Income Tax Return
- are entitled to vote in BC

You must be the owner or occupant of an eligible residence and live in it as your principal residence. You must qualify at the time you submit the signed application form. For more eligibility requirements visit <http://www.sbr.gov.bc.ca/individual.html> and select Home Owner Grant.

What is the amount of the grant available?

For 2014, the maximum:

- BASIC Grant is \$770
- ADDITIONAL Grant is \$1,045 (\$770 + \$275)

The additional grant is available to homeowners aged 65 and older, as well as in certain cases of disability. Please check with the City's tax department to confirm your eligibility.

Where do I get a grant application?

The grant is located on the bottom of your tax notice that will be mailed out at the end of May. If you know your folio number and access code (located on your tax notice), you may claim your grant online through the City website (www.campbellriver.ca). Click on Home Owner Grant.

More information and the application form can be found at the [Province's web site](http://www.sbr.gov.bc.ca/individuals/Property_Taxes/Home_Owner_Grant/hog.htm) (http://www.sbr.gov.bc.ca/individuals/Property_Taxes/Home_Owner_Grant/hog.htm).

What do homeowners get for property taxes paid?

In 2014, the average* household in Campbell River will pay approximately \$188 per month in taxes, user fees and parcel taxes to pay for more than 100 services such as:

- Potable water
- Sewer service
- Storm water service
- Police protection
- Fire protection
- Emergency response service
- Garbage, recycling and yard waste collection
- Road and sidewalk maintenance and repair
- Street lighting and traffic control
- Recreation facilities including the Sportsplex, Community Centre, Centennial Pool, city parks, tennis courts, ball fields, Discovery fishing pier and the new Splash Park
- Planning and building inspection services
- Bylaw enforcement
- Cultural facility grants for the Tidemark Theatre, Campbell River Museum, Maritime Heritage Centre, Haig-Brown House, Campbell River Art Gallery and the Sybil Andrews Cottage
- BC transit service
- Campbell River Airport services
- Environmental monitoring and management
- Economic development, tourism and the Visitor Information Centre

*Average residential property value is \$256,600.

What are my property tax payment options?

Payment methods accepted by the City of Campbell River:

- **Most banks (in branch and via online bill payments)**
- **Interac**
- **Cheque**
- **Cash**
- **Pre-Authorized Withdrawal (begins August 2014 for 2015 Property Taxes)**



*The Finance department at City Hall is open
Monday to Friday, 8:30 a.m. to 4:30 p.m.*

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