

May 16, 2014

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### Tax notices in the mail

City of Campbell River property owners can expect to see tax notices arrive in the mail the last week of May – with a reminder that property tax payments are due by July 2, 2014.

Property owners should check tax notices and water and sewer charges to ensure active or de-activated secondary suites are correctly noted in the user fees calculation. People who have not received a tax notice by June 6 are asked to contact the City's Finance Department at 250-286-5715.

Included in the tax notice mail out is an application form and frequently asked questions (FAQ) document for the new Pre-Authorized Withdrawal System. This program will begin in August 2014 for prepayment of 2015 property taxes.

Also, included in the tax notice mail out is an insert that outlines all the various methods available for property tax payment this year. Whichever method is used, property owners are reminded that in order to avoid a 10 per cent penalty, payment and completed Home Owner Grant Applications must be received by July 2, 2014.

Property tax payments can be mailed or paid in person at City Hall. Post-dated cheques are accepted. The City will also accept payment by debit card. Please ensure debit card transaction limits will cover the amount of taxes due.

The City cannot accept payment by credit card.

Things to remember about the Home Owner Grant:

- Residential property owners can claim the Home Owner Grant without paying property taxes.
- Banks and financial institutions cannot claim the home owner grant for you.
- How to apply for the Home Owner Grant
  - Go online to [www.campbellriver.ca](http://www.campbellriver.ca) and click on "Payments" under "Online Options" then launch the Home Owner Grant application from the link on the right hand side of the screen. Use your access code (called "Access" on your tax notice, beside the folio number).
  - Apply in person at City Hall 8:30 a.m. to 4:30 p.m. Monday to Friday, except statutory holidays

The City has posted information on its website that outlines how property tax funds are used. This information will also be published in local newspapers and a paper copy is available by contacting City Hall.

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Contact: Dennis Brodie, Finance Operations Supervisor

250-286-5754