

How to Pay Your Annual Taxes

The Tax Year is January 1 to December 31.

If you are paying annually, taxes are due by September 1st.

Payments

At time of writing and due to COVID-19, the public is not allowed to enter City Hall, cash will not be accepted and the City encourages enrolling in TIPP or using other electronic options.

Online banking or by phone:

- Ensure the payee is "Chestermere Taxes".
- Please use your Tax Roll Number as the account number and allow up to 3 business days for processing.
- Credit card payments are accepted through PlastiQ at www.chestermere.ca/taxes. Please use your Tax Roll Number as the account number and allow up to 5 business days for processing.

Mail or courier:

- The postmark date on the envelope is accepted as the payment date.
- The City is not responsible for items not received.

In person:

- At a bank and please use your Tax Roll Number as the account number.
- At City Hall can be done using the secured drop box located on the south side of City Hall. Payment options include cheques, bank drafts and money orders, that are made payable to "City of Chestermere".

Tax Penalties & Fees (Bylaw 014-18)

- For current year taxes that remain unpaid after the due date of September 1st, a 7% penalty will be applied on September 2nd. A 1.5% penalty will be applied on the 1st of each month thereafter.
- For prior year taxes (arrears) that remain unpaid a 1.5% penalty will be applied monthly.
- NSF fee is \$30.00.

If you are enrolled on the TIPP program no action is required.

Tax Installment Payment Plan

The Tax Installment Payment Plan (TIPP) allows property owners to pay taxes by automatic monthly debit from their bank account. There are no administration fees for TIPP subscribers. Enrollment can be done any time of the year. Contact the Tax Department to sign up or receive more information.

The monthly TIPP payment amount is usually automatically adjusted every July 15th and January 15th but will be adjusted September 15th for the 2020 tax year.

The annual tax rate is set in the summer. The September adjustment is done to ensure the balance of yearly taxes are paid by the end of the year. January's adjustment reduces variances in monthly payments year over year. The calculations are as follows:

September 2020 Adjustment:

- $(\text{Total yearly taxes} - \text{payments already made-August 15}^{\text{th}} \text{ payment withdrawal}) \div 4$
= September to December monthly withdrawal

January 2021 Adjustment:

- $\text{Total previous years taxes} \div 12$
= withdrawals for the first part of the year, until the next tax rate is established in bylaw

Total payments made from January to August plus September to December equals the Annual Taxes.

Notes:

- All arrear taxes and penalties owing need to be paid prior to enrolling in the TIPP program.
- If you are already enrolled in the program, your Taxation Notice will show your current taxes and a credit amount that is equal to the payments made to date.
- If you would like to sign up, cancel or update banking information, please contact the Tax Department.

If your mortgage company is listed on the front, no action is required.

Mortgage Company

Mortgage companies will receive a copy of your annual taxes owing and submit payment on your behalf to the City of Chestermere by the annual due date of September 1st.

Notes about Taxes:

- **Provincial Education Taxes:** The Provincial Government sets the education tax rate. The City of Chestermere is required by legislation to collect school taxes on behalf of the Provincial Government. The education taxes go directly to the Province. The City has no jurisdiction or control over the school board budgets or operations. All property owners are required to pay into the Alberta School Foundation Fund.
- **New Construction:** If your property construction was not completed by December 31st of last year and will be completed this year, a Supplementary Assessment & Tax Notice will be sent out in November that will reflect the full assessed value of your property.

Contact the Tax Department

105 Marina Road
Chestermere, AB, T1X 1V7
Open Monday to Friday from 8:30 am to 4:30 pm



CHESTERMERE

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www.chestermere.ca/taxes