

Payment Information

Make your cheque payable to the **Tsawout Property Taxation**.
Please write your folio (account) number on the memo portion
Of the cheque and enter the amount of the payment enclosed on the front of
the payment remittance portion of the Tax Notice.

Make your payment at:
Tsawout First Nation
Administration office
7728 Tetayut Road
Saanichton, B C V8M2C3

Payment made from outside Canada must be issued from a
Canadian correspondent bank in Canadian funds.

Payment Not Reflected
Recent payments may not be reflected on this tax notice.

How to Avoid Penalties
Ensure your payment and/or Grant Applications are received on or before
the due date. Penalties will be charged on unpaid taxes and unclaimed Grant
amounts.

Payments:
Are applied First – to taxes, including interest, from previous taxation years,
Second – to a penalty added in the current taxation year, Third – to unpaid
taxes for the current taxation year.

Cheques may be post-dated to the due date.
Mail lost or delayed by post office will be assessed the penalty as the
postmark will not be accepted as proof of payment by due date.
Non-negotiable Cheques will incur a \$20.00 service charge.

Multiple Owners
One (registered) owner will receive a tax notice reflecting the full tax
amount billed. Have one owner remit one cheque for the full amount billed
to avoid duplicate payments.

Recently Sold Property
New owner(s) are responsible for their property taxes, by the due date
whether they receive a tax notice or not.

Other payment Options:
Payment can be made in cash, cheque, money order or bank draft.
Debit or credit cards are not currently accepted at this time.

Collection Proceedings for Delinquent Taxes

On August 2 of the current year for which taxes are imposed, demand for payment and notice of enforcement proceedings may begin.
Taxes are due and payable on July 2, if the taxes are not paid on that date: a lump sum penalty charge shall be levied on the unpaid amount
equal to 10 percent (10%) of the unpaid taxes and unclaimed home owner grant amounts. This new amount shall also bear interest after the
day it is imposed at a rate equivalent to (1.5%) above the average prime rate of the Bank of Montreal in effect on April 1, July 1, October 1
and January 1 in each taxation year.

Tax Levy Information

Tax rates are:
Dependent on the annual funding requirement of the taxing jurisdiction, such as user fees, improvements, administration.
Set by the Tsawout First Nation.

Grant

The enclosed brochure explains Tsawout First Nations current Grant and the eligibility requirements.
If you are eligible for the grant, please complete and sign the application below. The deadline is **December 31st** in the year which the taxes
are payable.

Additional Instructions

Pending Assessment Changes

A change in your assessment may result in issuance of a
Notice of Revised Taxes after this billing.
If you expect a decrease in assessment:
The amount shown on this notice is still due and payable
by the tax due date.
Your account will be adjusted when the revised
information is received from BC Assessment Authority.
Any unpaid balance remaining after the revised
assessment is processed will be charged a penalty.
Credit balances of \$100 or greater resulting from an
assessment decrease will be automatically refunded.
Balances under \$100 will be credited to your account.
If you expect an increase in assessment, you must still pay
the amount shown by the tax due date penalty will be
charged on any outstanding tax amount.

Refunds

Overpayment of \$100 or more will be refunded. If the
overpayment is less than \$100, it will be applied to future
property taxes unless a refund is requested in writing.

Mortgages

If your taxes are paid through your Financial Institution, please
advise them to contact the Tsawout First Nation. If you qualify for
a Grant, you must fill out and return the form below, also indicate
which Financial Institution will be remitting your taxes to the
Tsawout First Nations on your behalf.

Minimum Taxes Due

For residential Class 1 properties in the current year, property taxes
must be at least \$350 before claiming a Grant or at least \$150
before claiming an "over 65 or Disability Grant". For all other
Classes of properties, taxes due are set at minimum of \$150.

Verification

The Tsawout First Nation collector will require satisfactory
documentation evidence showing eligibility of the applicant or the
residence, for crosschecking purposes. It is an offence to make
false application for a Grant or the Over 65 or Disability Grant;
eligibility will be verified.

Recently Sold Property

If this property has been recently sold, please forward this notice to
the new owner(s) so that late penalties may be avoided. Taxes are
not Pro-rated.

Application for Grant, (print name in full)	Folio #	Year	
I, _____ certify that I am the lessee occupier for the current year on this notice, that the building(s) located on this property is(are) occupied by me as my principal residence. Neither my spouse nor I have applied or will apply for or receive a Home Owner Grant on any other residence in the Province of BC during this calendar year, and to the best knowledge, no other person has received a Grant on this property.			
Sign here	Phone #	Date of Application	Address of Residence

Over 65 or Disability Grant or Other - Photocopy of I.D. required

I am eligible for this Grant for the reason, which follows:

I am or will be 65 or over during the calendar year.
Or

I have provided the Band's Collector with the required medical certificate that:

- I am a handicapped person, or
- A handicapped spouse or relative resides with me.

I am a registered Status Indian under the Indian Act and reside on the reserve as indicated on the tax notice.
My band is _____ and
Registration number is _____.

I was born on
/ /
Year Month Day

I understand that the collector may require documentation necessary to establish my eligibility for the grant. I also understand that the collector may confirm my age and address with the Insurance Corporation of British Columbia.