



District of Central Saanich
1903 Mt. Newton X Rd
Saanichton BC V8M 2A9

May 6 2011

Dear Account holder,

Re: Preauthorized Payment Plan for Property Taxes.

The District of Central Saanich has recently amended the bylaw related to Tax Prepayments. As you currently make preauthorized payments, your prepayment plan will be affected in the following ways:

- **Withdrawal date will change from the last day of the month to the 15th commencing July 15th 2011.**
- **The District will now collect a payment for the month of May (eleven payments per year), therefore monthly amounts will be reduced slightly.**
- Interest for prepayments will begin in July instead of January and will be calculated on a monthly basis.
- Interest is earned on all payments (rate is prime minus 3%, minimum of 0.50%).
- Our software will automatically adjust your payment amount based on the levy of the most recent tax year to minimize the amount owing on the tax due date. This change commences July 15th 2011. If you wish, you are able to pay a set amount, or cap your payments at a certain amount but this must be indicated on your enrollment form.
- These changes will result in slightly lower monthly charges yielding higher interest.

Please note that these changes require us to have authorization from you. Please complete the enclosed authorization form and return to us so we can continue to apply payments to your tax account. You can fax, email, mail or drop off the form to us. Please forward your completed form to the Municipal Hall promptly.

Please note that if we do not receive consent from you to continue your prepayments, your plan will be cancelled.

Please do not send a Void cheque if your bank information has not changed.

Please ensure that completed forms are returned to us by July 4th 2011.

The Auto debit plan for Utilities will remain the same.

If you have any questions, please contact the undersigned at the information below.

Regards,

Emmalee Gummer
Utility/Property Tax Clerk
T: 250-544-4206
F: 250-652-0135
E: emmalee.gummer@csaanich.ca