



# TIPPS

Tax Instalment Payment Plan Service  
Pre-Authorized Debit Application

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Roll Number

PROPERTY ADDRESS: \_\_\_\_\_

NAME: \_\_\_\_\_  
(Bank Account Holder) (Last Name, First Name)

Phone: \_\_\_\_\_  
(Home) (Alternate)

NAME: \_\_\_\_\_  
(Joint Bank Account Holder) (Last Name, First Name)

Phone: \_\_\_\_\_  
(Home) (Alternate)

MAILING ADDRESS: \_\_\_\_\_

TIPPS Start Date: \_\_\_\_\_  
(yy/mm)

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Branch Transit Number (5 Digits)  
(5 digits)

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Financial Institution  
(3 digits)

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Deposit Account (up to 12 digits)  Savings Account  Chequing Account

Financial Institution Name: \_\_\_\_\_

Branch Address: \_\_\_\_\_

Account Type:  Personal  Business  Void Cheque Attached

### For Office Use Only

Payment Required: (if Applicable)	_____	TIPPS Monthly Amount:	_____
Date Entered:	_____	Entered By:	_____
	(yy/mm/dd)	Checked By:	_____

I/we authorize the City of Warman and the financial institution designated (or any other financial institution I/we may authorize at any time) to debit the bank account identified above on the 10th of each month for the current monthly amount of my TIPPS plan. The actual withdrawal date at my financial institution may vary slightly but I will ensure that my account has sufficient funds to cover the TIPPS withdrawal. **MISSED PAYMENTS - If any TIPPS payments are returned by your financial institution, The City of Warman has the option to cancel TIPPS without notice.**

The TIPPS monthly amount will vary during the taxation year (January to December). The TIPPS monthly amount is adjusted each January based on the tax levy of the previous year. This amount will be adjusted again in July after City Council passes the Mill Rate Bylaw and the current year's taxes are levied. The City of Warman will provide written notification of the changes to the withdrawal amounts noted above at least ten (10) days before the withdrawal dates. The December withdrawal will be for the exact amount of outstanding property tax. I/We waive our right to receive notification from the City of Warman ten (10) days before the change to the December withdrawal.

I/We have certain recourse rights if any debit does not comply with this agreement. For example, I/we have the right to receive reimbursement for any Pre-Authorized Debit (PAD) that is not authorized or is not consistent with the PAD agreement. To obtain more information on your recourse rights, contact your financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca).

This authority is to remain in effect until the City of Warman has received written notification from me/us of its change or termination; this notification must be received at least two weeks before the next debit is scheduled. I/We may obtain a TIPPS cancellation form to cancel this PAD agreement online at [www.warman.ca](http://www.warman.ca) or through the contact information below.

\_\_\_\_\_  
Signature of Bank Account Holder

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_  
Signature of Joint Bank Account Holder

Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Please submit completed application by mail, fax or in person; include a sample cheque marked "Void" and payment if applicable.**

Telephone: (306)933-2133

Mail: City of Warman Box 340, Warman SK S0K 4S0

Email: [lisah@warman.ca](mailto:lisah@warman.ca)

Fax: 306-933-1987

Hours of Operation: Monday - Friday 8:30 - 4:30