

PAYROLL DEDUCTION POLICY

1. It shall be the policy of the Municipality to permit employees and councillors to pay their property taxes through payroll deductions.
2. Participation in this program shall be done on a strictly volunteer basis at the discretion of employees and councillors.
3. Employees and councillors wishing to participate in the program are required to complete the attached authorization form.
4. Deductions will be made based on the information contained on the completed Authorization Form.
5. Deductions will be held and accumulated until the first week of July of each year.
6. Deductions will be applied to tax account(s) prior to current year's tax bills being sent out.
7. The Municipality will not pay interest on amounts deducted.

Approved - August 8, 2001
Revised - August 14, 2002

**PAYROLL DEDUCTION
AUTHORIZATION FORM**

I, _____ , authorize the Municipality of the District of Barrington to deduct \$ _____ per pay, to be applied towards outstanding municipal property taxes for property no. _____ , payer no. _____ .

I understand deductions will be held and accumulated until just before tax bills are produced each year. Deductions will be applied to my tax account prior to the bills being sent.

I further understand, interest will not be paid by the Municipality on amounts deducted.

Name Date

Effective pay ending: _____