



Bylaw 1913 – Schedule “A”

## GO PAPERLESS

The Town of Fort Macleod offers paperless **e-statements** for Tax Notices.  
Help the Town protect the environment by signing up. To sign up complete the form below.

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### TOWN OF FORT MACLEOD ♦ E-STATEMENT SERVICE AGREEMENT

\_\_\_\_\_  
Name of Registered Title Owner(s)

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
**E-Mail Address – PLEASE PRINT CLEARLY**

\_\_\_\_\_  
Property Tax Roll Number(s) – (List all tax rolls you would like to receive e-statements for)

\_\_\_\_\_  
Property or Service Address(es)

**By signing below I signify that I, the owner, have read and agree to the terms as follows:**

- The e-notices for property taxes will be provided to the subscriber via email, as a PDF attachment, to the email address listed above.
- It is the owners’ responsibility to provide the correct email address to the Town and to inform the Town, in writing, of any changes to that address.
- **Non-receipt is not justification for late payment (and penalties will NOT be waived as a result).**
- When you agree to the terms and conditions of this service you will no longer receive a paper copy.

\_\_\_\_\_  
Signature of Registered Title Owner

\_\_\_\_\_  
Date

#### **ADDITIONAL INFORMATION**

#### **PAYMENT OPTIONS**

- By pre-authorized debit. Forms are available on the Town’s website at [www.fortmacleod.com](http://www.fortmacleod.com) or at the Town Office
  - For pre-authorized debit payments for taxes, you must sign up for the Tax Installment Payment Plan (T.I.P.P.) program. The application along with your bank information must be submitted to the Town Office prior to December 20<sup>th</sup> of the current year, in order to sign up for the following year.  
**Your tax account must be at zero balance in order to sign up for TIPP.**
- Online bill pay or telephone banking with your bank. Search “Fort Macleod” for the payee and there should be separate options for “Town of Fort Macleod – Tax Payments” and “Town of Fort Macleod – Utilities”. **Select “Tax Payments”** and enter your **seven (7) digit tax roll number** for the property the payment is being made to.
- In person at the Town Office by cash, cheque, money order or debit.  
**The Town does NOT accept credit card payments for Taxes.**
- Mailed or dropped in the mail slot located at the main entrance at the Town Office by cheque or money order with the remittance portion of your statement (printed).

**Note: Payments that do not clear due to insufficient funds are subject to additional penalties.**

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**PLEASE RETURN THIS FORM TO: [tax@fortmacleod.com](mailto:tax@fortmacleod.com) or Fax: 403-553-2426**

**Drop off at: 410 – 20 ST, Fort Macleod**

**Mail to: Town of Fort Macleod, Box 1420, Fort Macleod, AB T0L 0Z0**

The personal information on this form is being collected to provide paperless statements for property tax accounts and is authorized under section 33(b) of the Freedom of Information and Protection of Privacy Act. The personal information will be managed in compliance with the Freedom of Information and Protection of Privacy Act. If you have any questions concerning the collection of this personal information, please contact the CAO, Sue Keenan, at 403-553-4425



Bylaw 1913 – Schedule “B”

# REVOKE E-STATEMENT NOTICE

To revoke your e-statement notice complete the form below.

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## TOWN OF FORT MACLEOD ♦ E-STATEMENT REVOCATION AGREEMENT

\_\_\_\_\_  
Name of Registered Title Owner(s)

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
**E-Mail Address to Be Revoked – PLEASE PRINT CLEARLY**

\_\_\_\_\_  
Property Tax Roll Number(s) – (List all tax rolls you would like to **STOP** e-statements for)

\_\_\_\_\_  
Property or Service Address(es)

**By signing below, I signify that I, the subscriber, am unsubscribing from receiving e-statements for notices of property taxes. I understand that:**

- I will no longer receive notices via email.
- I will receive notices via mail to the address registered on title.
- It is the assessed person’s responsibility to ensure the title is updated with the proper mailing address.

\_\_\_\_\_  
Signature of Registered Title Owner

\_\_\_\_\_  
Date

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