



2020 NOTICE OF OUTSTANDING TAXES

Outstanding property taxes

Property taxes for assessment classes 1, 2, 3, 9 (includes most residential and farm) were due July 2, 2020. A late penalty of 3% was applied on August 1 to outstanding taxes as of July 31, 2020.

Your Notice of Outstanding Taxes reflects a 3% penalty on overdue property taxes. Please remit your property tax payment by **September 30** to avoid an additional 7% penalty.

Unclaimed home owner grants will have the 3% penalty reversed if claimed by September 30, 2020.

A 3% late penalty was applied to outstanding taxes on August 1. The remaining 7% penalty will be applied on outstanding taxes on October 1.





Ways to pay your taxes and claim your home owner grant:

- **In person:** Municipal hall access is on a **first-come first-serve** basis via the parking lot entrance. Visitors will be limited to a maximum of 11 people at a time. Saanich encourages the public to continue to access online services or use other payment options.
- **Online banking:** Pay through your financial institution's online banking system. Please ensure to use your current folio number without dashes as your account number.
- **By mail:** Mail your cheque and the bottom portion of your tax notice to 770 Vernon Avenue, Victoria, BC V8X 2W7. Cheque payable to the District of Saanich.
- **24-hour drop box:** Located at the parking lot entrance of the municipal hall.





Please contact **Saanich property tax staff** at **250-475-5454** for assistance.

HOW TO PAY YOUR TAXES AND CLAIM YOUR GRANT ONLINE:

PAY YOUR PROPERTY TAXES ONLINE

-  **1. LOG ON** to your financial institution to add a payee.
-  **2. SEARCH** for Saanich and select "District of Saanich".
-  **3. USE THE NINE DIGIT FOLIO NUMBER** on the front of your Property Tax Statement as the account number.
-  **4. MAKE PAYMENT** prior to your bank's local daily cutoff time. Retain receipt for proof of payment.

CLAIM YOUR HOME OWNER GRANT ONLINE

-  **1. GO ONLINE TO SAANICH.CA/GRANT** to fill out the online application form.
-  **2. ENTER THE NINE DIGIT FOLIO NUMBER** and **SIX DIGIT ACCESS CODE** on the front of your Property Tax Statement.
-  **3. COMPLETE** the electronic Home Owner Grant application.
-  **4. SELECT "CLAIM GRANT"** to submit and retain your order number as proof of processing.

Eligible home owners must complete a Home Owner Grant application each year and submit it to the District of Saanich by the due date to avoid penalty. You may claim the Home Owner Grant without making a payment. See the front of your Property Tax Statement to complete the application and submit to the District of Saanich. More info at: gov.bc.ca/homeownergrant