



**Town of Digby**

**Installment Billing Policy**

**2009-01**

Under authority in Section 112 of Municipal Government Act it is the policy of the Town of Digby to provide authority and guidelines for interim tax billings.

1. In each fiscal year an interim bill in the amount of the current year's assessment times one half of the tax rate levied in the previous fiscal year shall be sent out on or before April 30<sup>th</sup> and are due and payable on May 30<sup>th</sup>. Interest penalties in the amount as determined by council by resolution commence on July 1<sup>st</sup>.

2. A final bill based on the rates and taxes levied against the property for the current fiscal year, less the payment made under section 1 of this policy, shall be sent out on or before September 30<sup>th</sup> and are due and payable on October 31<sup>st</sup>. Interest penalties in the amount as determined by council by resolution commence on December 1<sup>st</sup>.

**Clerk's Annotation for Official Policy Book**

Date of Notice: **January 21, 2009**

Date of adoption: **February 02, 2009**

Policy effective date: **April 01, 2009**

I certify that this **Installment Billing Policy** was adopted by Council as indicated above.

**February 5, 2009**

**Clerk**

**Date**