

**SCHEDULE "B"**  
**Attached to and forming part of By-law 84-2021**

**THE MUNICIPALITY OF THAMES CENTRE**  
**FINANCIAL SERVICES FEES**

FEE DESCRIPTION	FEE	OTHER FEES/NOTES
<b>Tax Certificates</b> Regular (3 to 5 days delivered by mail) Rush (1 to 2 days by email/fax with original to follow by mail)	\$50.00 \$75.00	
<b>Tax Information Package</b> Package includes: annual tax rates, capping parameters, claw back percentages and municipal Levy change rates	\$25.00	
<b>Returned Payment Fee</b> Each returned payment fee	\$35.00	
<b>Reprint</b> tax bill or utility bill, statement of account or tax confirmation letter	\$5.00	
<b>Work on behalf of a ratepayer or as a result of an order (i.e. By-law infraction)</b>	Time (based on labour rate plus benefits), Equipment (based on <i>current Ontario Provincial Standard Specification</i> ), Materials/Contracts (based on actual cost) plus a 10% Administration fee (based on total project cost)	
<b>Penalty &amp; Interest</b> Where an account is in default  Penalty on outstanding taxes  Interest on any taxes due and unpaid	1.25% per month on the amount of any outstanding fees or charges to be charged on the first business day of each month after default  1.25% per month on the amount of any outstanding taxes levied in the current year shall be charged on the first day of each calendar month thereafter in which default continues until December 31  1.25% per month on the amount of any taxes due and unpaid after the end of the year shall be charged on the first day of each calendar month thereafter in which default continues	
<b>Collection Charge</b> Where a collection agency is used to assist in the collection of fees or charges owed to the municipality, a collection charge equal to the fee charged by the collection agency plus a 10% administration charge applied to the total amount outstanding will be applied to the outstanding debt.  Where a registered letter is required to be sent to the debtor as a part of collection process, an additional administration fee of \$10.65 will be applied to the outstanding debt.		