



PROPERTY TAX INFORMATION

DUE DATE: JULY 4, 2022

2022 property tax notices will be mailed in late May
Available online Mid-May for Online Service Registrants

Instructions To Complete Your Property Taxes

STEP 1: APPLY FOR HOMEOWNER GRANT



⇒ Search online for “BC Homeowner Grant”

OR gov.bc.ca/homeownergrant

⇒ Call 1-888-355-2700

When applying you will need:

⇒ Property Roll Number

(enter 8 digits #####, adding zeros to the front)

⇒ Jurisdiction Number (412)

⇒ Date of Birth

STEP 2: Will you be paying or deferring your property taxes?

PAY

DEFER

STEP 3: PAY PROPERTY TAXES

In Person Payment Options:

⇒ Cash, Cheque or Debit at Town Hall, 1809 Beaufort Avenue

Electronic Payment Options:

⇒ Credit Card through Town of Comox website
⇒ Online through your bank. Select:

“COMOX (TOWN OF) Property Tax”

Please see other side for detailed instructions.



STEP 3: APPLY FOR or RENEW DEFERRMENT

⇒ Search online for “BC Property Tax Deferment”

OR gov.bc.ca/propertytaxdeferment

⇒ Call 1-888-355-2700

STEP 4: PAY MUNICIPAL UTILITIES

In-Person Payment Options:

⇒ Cash, Cheque or Debit at Town Hall, 1809 Beaufort Avenue

Electronic Payment Options:

⇒ Credit Card through Town of Comox website
⇒ Online through your bank. Select

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TOWN OF COMOX



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Detailed Payment Options

Payment by Cheque

- ⇒ Please make cheque out to **"Town of Comox"**
- ⇒ Post dated cheques are accepted, dated on or before due date.
- ⇒ Please include your **Roll Number (Found on Notice)** on the cheque

⇒ Cheques can be delivered or mailed to:

Town of Comox
1809 Beaufort Avenue
Comox BC, V9M 1R9

Payment in Person

- ⇒ Town Hall is open Monday to Friday from 8:30 am to 4:30 pm.
- ⇒ At the Town Hall we can accept payment by **Cash, Cheque, or Debit Card**


⇒ If paying by **Debit Card**, please ensure the withdrawal limit is high enough to make the payment. Please contact your bank in advance to confirm or change.

Payment by Credit Card

- ⇒ Visit the Town of Comox website to **Register for Online Service**.
- ⇒ Once registered, login and select **Property Tax**
- ⇒ Add Property Tax Account
 - Account number = **Roll Number (Found on Notice)**
 - Access Code = Online Code found on the property tax notice

⇒ Select property Account number (**Roll Number**)

⇒ Here you can view your Property Tax Notice and enter amount to be paid.

- Click on  to add.

⇒ Go to Cart

- Add Credit Card Information.
- Select "Checkout for \$XXXX.XX"

Please note there will be a \$0.25 plus 2.9% convenience fee added for this transaction

Payment by Online Banking

- ⇒ Log in to your online banking website
- ⇒ Add Payee
- ⇒ Search "Comox"

⇒ Select "COMOX (TOWN OF) Property Tax"

⇒ **NOTE:** Account number is your **Roll Number (Found on Notice)**