

# Taxpayer Indemnity Agreement/Direction

City of Mississauga  
Mississauga Taxes  
300 City Centre Drive  
Mississauga, Ontario L5B 3C1  
Tel: 3-1-1 or 905-615-4311\*  
\*outside city limits  
FAX: 905-615-3532  
www.mississauga.ca/tax



## Section 1: Agreement

Re: Tax Roll Number of Property Paid in Error

Date and Amount of Payment(s)

0 5 - - - - - - - - - 0 0 0 0

Property Location of Property Paid in Error

WHEREAS Taxpayers or their representatives may tend to the payment of property taxes to The Corporation of the City of Mississauga (the "City") by way of payments into a financial institution to the credit of the treasurer of the City, or alternatively, may make a payment directly to the City;

AND WHEREAS from time to time, for a variety of reasons, including but not limited to a Taxpayer or their representative entering/providing incorrect roll numbers or tax information to a financial institution, financial institutions make property tax payments to the City, at the request of a taxpayer or their representative, in error and/or make property tax payments to the credit of the wrong tax account (hereinafter referred to as an "erroneous tax payment");

AND WHEREAS from time to time, for a variety of reasons, including but not limited to a Taxpayer or their representative providing a cheque to the City for the payment of property taxes with the incorrect roll number noted thereon, Taxpayers or their representatives make property tax payments to the City in error and/or make property tax payments to the credit of the wrong tax account (hereinafter also referred to as an "erroneous tax payment")

AND WHEREAS upon detection of any such error, a Taxpayer or their representative may request a refund and/or redirection of the erroneous property tax payment from the City;

AND WHEREAS such an error has in fact occurred and the Undersigned Taxpayer has made a formal request that a property tax payment be refunded and/or redirected;

AND WHEREAS the City has requested that the Undersigned Taxpayer provide this Indemnity Agreement as consideration for refunding and/or redirecting any such erroneous tax payments in the absence of the direction/consent of the property owner(s) from whose tax account the refund and/or redirection has been requested (the "Property Owner");

NOW THEREFORE IN CONSIDERATION of the City refunding and/or redirecting an erroneous tax payment at the request of the Undersigned Taxpayer without requiring the direction/consent of the Property Owner(s), the Undersigned Taxpayer hereby agrees to promptly indemnify and save harmless the City, its employees and authorized representatives and its successors and assigns from and against any and all claims, demands, actions, causes of action, liabilities, losses, damages, costs and expenses, including legal fees, suffered or incurred by the City as a result of refunding and/or redirecting the erroneous tax payment, provided that the maximum liability of the Undersigned Taxpayer hereunder in connection with any given property tax account is the amount of the erroneous tax payment refunded and/or redirected by the City, plus any liabilities, losses, damages, costs and expenses, including legal fees suffered or incurred by the City to defend or settle any claim arising as a result of any refund/redirection of an erroneous tax payment at the request of the Undersigned Taxpayer.

Until such time as the amounts, if any, to be paid by the Undersigned Taxpayer to the City pursuant to this Indemnity Agreement have been paid, said amounts shall form a charge against any real property located within the City of Mississauga in which the Undersigned Taxpayer has an interest, and said amounts shall be recoverable by the City in the same manner as taxes.

The City agrees to notify the Undersigned Taxpayer within a reasonable period of time after the receipt of notice of the commencement of any claim arising as a result of the refund/ redirection of the erroneous tax payment requested by the Undersigned Taxpayer.

This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.

Name of Taxpayer/Representative

Signature (I/We have the authority to bind the organization)

Date (MM-DD-YYYY)

**Section 2: Direction**

Re: Tax Roll Number of Property Paid in Error

Date and Amount of Payment(s)

0 5 - - - - - 0 0 0 0

Property Location of Property Paid in Error

**Select One (1) Option:**

**Refund Payment(s)**  
(Please note a \$30.00 Refund Request Fee, plus H.S.T. will be deducted in accordance with the City of Mississauga's Fees and Charges By-law, as amended)

**Transfer Payment(s)**  
Please note payment(s) can only be transferred to properties in Mississauga and a \$40.00 Payment Redistribution Fee, plus H.S.T. will be applied in accordance with the City of Mississauga's Fees and Charges By-law, as amended)

Mail Cheque to:

Name

To Property Location

Address (Please indicate mailing instructions)

To Tax Roll Number

0 5 - - - - - 0 0 0 0

I, \_\_\_\_\_, provide the City of Mississauga with the above direction for handling the payment(s) made in error on the referenced tax account.

Signature (I/We have the authority to bind the organization)

[Signature box]

Date (MM-DD-YYYY)

[Date box]

Phone Number (Daytime)

[Phone Number box]

Email Address

[Email Address box]

**Form Instructions**

In order to process your request, complete, print, sign and date this form. The City of Mississauga requires a copy of your proof of payment(s) together with this signed Taxpayer Indemnity Agreement/Direction.

Please submit your completed form with your proof of payment(s) by:

- **Mail:** City of Mississauga Tax Office  
Mississauga Civic Centre  
300 City Centre Drive, 4th Floor  
Mississauga, ON L5B 3C1;
- **Email:** tax@mississauga.ca;
- **Fax:** 905-615-3532  
Attention: Tax Accounting;
- **Drop Box:** Mississauga Civic Centre  
300 City Centre Drive  
Mississauga ON L5B 3C1  
(drop box is to the right of the North Entrance, on Princess Royal Drive)