How to pay your Town Taxes Online:

Bank of Montreal

- 1. Go to your normal banking website (i.e. <u>www.bmo.ca</u>)
- 2. Then go to Bill Payments
- 3. Open the "Add Biller" option for the Short cuts
- 4. Select the correct Province.
- 5. Type in the "Town of Point Learnington" as the Company
- 6. Then Select the Town of Point Learnington and then hit Add.
- 7. Enter Acct # (4 letters & 3 numbers on the left side of your invoice under your address)
- 8. Then Hit Confirm & Add.
- 9. When you are ready to make a payment online, just do so as you do with any other online payment from your bank account.

Scotia Bank

- 1. Go to your normal banking website (i.e. <u>www.scotiabank.ca</u>)
- 2. Open the "Add a Payee" Option
- 3. Enter the word "Town" where you are given an option to search for a payee
- 4. No need to enter anything under "Category"
- 5. Select the correct Province
- 6. Submit or Enter
- 7. Select "Town of Point Learnington Taxes" from the list that appears
- 8. Enter Acct # (4 letters & 3 numbers on the left side of your invoice under your address)
- 9. Hit Enter.
- 10. When you are ready to make a payment online, just do so as you do with any other online payment from your bank account.

Please Note: The Town Office has also set up online banking with CIBC, Credit Union, and Credit Union Central (BC).

Email money transfers are also accepted

If you have any questions please call me at 709-484-3421.

Wanda Ryan Town Clerk/Manager