



# GN Employees: Pay property taxes through your payroll

---

## ABOUT

The Government of Nunavut collects property taxes for all properties outside the City of Iqaluit. The GN uses tax revenues to support a wide range of public services across the territory, including those delivered directly in Hamlets. The GN is now offering its employees a convenient way to pay their taxes using payroll deductions. By signing up for this voluntary service, you are asking the GN (through the Department of Finance) to take money from one or more of your pay cheques and use it to pay the taxes on a specific property.

## INSTRUCTIONS

Use this form to authorize the Department of Finance to deduct money from your paycheque to pay your property taxes. Complete this form electronically, or using a dark pen. Please print clearly. Incomplete forms will cause delays. You can find information about your property (e.g. roll number or lot, block and plan numbers) and what you owe on your most recent Notice of Taxes Payable. The GN will aim to begin bi-weekly deductions, or make the single lump-sum deduction, on or after the authorized start date. Actual timing of deductions will depend on when the employee submits this form in the payment cycle.

When complete, sign and submit this form to the Department of Finance's Taxation and Insurance section:

By email: [propertytax@gov.nu.ca](mailto:propertytax@gov.nu.ca)  
By fax: (867) 975-5845  
By mail: Department of Finance, Government of Nunavut  
2nd floor Parnaivik Building, 924 Mivvik Street  
P.O. Box 2260, Iqaluit, Nunavut, X0A 0H0

Forms signed and submitted electronically will be treated as if they had been signed and submitted through other means.

## Frequently Asked Questions

### Can I use payroll deductions to pay taxes on my property in Iqaluit?

No. Payroll deductions are not available for properties in Iqaluit, which manages its own tax system. Please contact the City directly.

### Am I able to pay taxes on a property I do not own?

Yes. You can pay taxes on whichever property you choose (if you wanted to help out a family member, for example).

### Do I receive any benefits if I pay through payroll deductions?

No. Payroll deductions do not change the amount owing, the due date, or any other responsibility of the taxpayer. Payroll deductions are simply another way to pay. In particular, choosing to pay by installment does not extend the tax deadline. You still need to make sure you pay your taxes in full by the legislated due date to avoid consequences for late payment.

### What is a *Notice of Taxes Payable*, and where do I find mine?

Each year, the GN prepares a tax notice (called the "Notice of Taxes Payable") for each taxable property outside Iqaluit, and sends it to the address we have on file. You should receive this Notice by mid October. Contact the Department of Finance by emailing [propertytax@gov.nu.ca](mailto:propertytax@gov.nu.ca) or by calling 1-800-316-3324 if you do not receive a Notice.

### How are taxes calculated?

Property taxes are based on the assessed value of the property. The Department of Community and Government Services is responsible for these assessments. If you have questions, please contact the GN Planning and Lands Office at (867) 982-7660.

### How else can I pay my property taxes?

You can pay your taxes in a few ways. For example: you can send a cheque or money order made out to the Government of Nunavut; you can pay by credit card over the phone; or you can call to arrange an individualized payment plan based on what works best for your situation.