



## Township of Zorra Tile Drainage Loan Application Guidelines

1. Applications are available on-line at [www.zorra.ca](http://www.zorra.ca) or can be picked up at the Township of Zorra Municipal Office. Presently the loan amount per owner is 75% of eligible cost to a maximum of \$50,000.00 and the interest rate is presently 6%, both of which are set by the Province of Ontario. Funds may not be available for loans that are applied for later in the year but may be funded the following year if completed properly.
2. Completed applications are to be returned to the Treasury office for presentation to Council for approval. **Approval must be received before work commences.** If work has been completed before Council approval and before an inspection, you may be disqualified from receiving a loan.
3. An estimate of the cost of material and installation must be provided on the application. We recommend that you be as close to the cost as possible. Loans will be reduced by any discounts for early payment and the full H.S.T. An inspection fee of \$250.00 is also deducted from your loan cheque.
4. Once Council approval has been received you may proceed with installation. Before work is started, the Municipality must be notified in order for the work to be inspected while in progress. It is the responsibility of the owner to ensure that the installing contractor is fully licensed by the Province of Ontario. Failure to do so may make you ineligible to receive the tile drainage loan. The work must be inspected or your loan application will not be processed. Call Mike Hughes, Drainage Superintendent at 519-485-2490 ext. 7224 to arrange an inspection.
5. As soon as work is completed and you have received all of your invoices, they should be taken to the Municipal Office. The invoices need not be marked paid at this stage, as these figures will only be used for processing the loan.
6. Since loans are issued only once a month and must be approved by the Ministry of Agriculture, Food & Rural Affairs, timing is very important. The loan process requires passage of Tile Rating by-laws by both by the Township of Zorra Council and Oxford County Council. This process could take up to 2 months to complete.
7. Once you receive your loan, repayment of principal and interest will be made with your property taxes. Equal payments start the following year and are payable on the tax installment dates.
8. Failure to comply with any of these provisions, improperly installing the tile drainage system or misrepresentation by way of cost, design or any other means could invalidate your right to receive a loan.