

Provincial Park Annual Invoicing

Invoice Information

- Your invoice will be addressed to the first person listed on the encumbrance (i.e. lease/permit). Additional holders hold equal rights in terms of requesting and providing information in relation to the encumbrance and are equally responsible for obligations as set out in the agreement.
- When making inquiries to the Real Estate Services Branch (RESB) regarding your annual invoice, please quote your client number, which can be found on the top left corner of page one of your invoice (see *Sample Invoice* below).
- It is the responsibility of the permittee or lessee to notify RESB of any change in address. Interest charges, which are the result of invoices mailed or emailed to a former address, are the responsibility of the holder (i.e. permittee or lessee).
- **All accounts due and payable 30 days from the date of invoice.** A daily interest charge equivalent to 2% above the prime rate per annum (as reviewed and amended semi-annually on January 1st and July 1st) will be applied commencing the 1st day past due.

Note: The current rate of interest as prescribed by the Minister of Finance under Section 25 (1) of the Financial Administration Act is 6.95% per annum (subject to change).

Frequently Asked Questions

- What are my payments options?
 1. Cheque
Payable to: Minister of Finance of Manitoba
Remitted to: Real Estate Services Branch
Box 796, Winnipeg, Manitoba R3C 2N4
 2. Online
Bill payment to Manitoba CLPA Parks.
Please allow 3 -5 business days to reach our office.
 3. In Person
Winnipeg: 118-1181 Portage Ave
Portage la Prairie: Rm 308 - 25 Tupper Street N

Note: Payments by credit card or e-transfers are not accepted.

- *Did my fees change?*

Rental and service fees for PVHP, PVHL and SFEEs have not changed from last year.

- *Did you get my payment?*

Monthly statements will be sent out at the end of each month on outstanding balances over \$10. Payments may take 2 weeks for processing depending on volume of payments.

Note: Please check your bank account to see if the payment has cleared prior to inquiring if RESB had received your payment.

- *I never received my invoice, when are they coming?*

Clients should receive the invoices in the mail at the end of January early Feb. If you have not received an invoice by February 9th, please contact RESB to request an invoice. Requests made with RESB between February 9th and March 2nd, will be emailed once a day so that clients have time to make a payment by the due date.

If you have consented to receive emails, you will receive an electronic invoice, which are sent on January 30th. Please check your spam folder if you have not received your invoice. Be sure RESB.Accounts@gov.mb.ca is added to the safe senders' lists.

Changes to consent email addresses should be sent in writing/email by the primary contact.

- *I have sold my cottage, I am no longer using this as my Chief Place of Residence, I no longer have a dock etc...*

Please contact RESB.

- *I am away till after the due date*

It will be the permittee / lessees responsibility to make payment on time. Interest charges will apply for late payments.

- *I want an interest adjustment*

RESB will not adjust interest on payments received after the due date.

Contact Information:

Real Estate Services Branch
308 – 25 Tupper Street North
Portage la Prairie MB R1N 3K1

Phone: 204-239-3510



Toll Free: 1-866-210-9589

Email: resdinfo@gov.mb.ca

Fax: 204-239-3560

Website: www.resd.ca

SAMPLE INVOICE

Page 1 of 3	January 31, 2024	Manitoba 		
Customer Copy - Keep top portion for your records Copie du client - Conserver la copie supérieure pour vos dossiers		Real Estate Services Branch 308 - 25 Tupper Street North, Portage la Prairie, Manitoba, Canada R1N 3K1		
Primary Contact / Personne-Contact principale		Parks Inquiries / Renseignements: RESDinfo@gov.mb.ca		
Client No / N° de client xxxxxxxx		Bill Inquiry / Questions sur la facture: 204-239-3510 Toll Free / Sans Frais: 1-866-210-9589 G.S.T. No / N° de TPS: R107863847		
customer name and address		<div>AMOUNT DUE / MONTANT DÙ 0.00</div>		
Due Date / date d'exigibilité :		March 01, 2024		
Your telephone/internet banking account is: Manitoba CLPA Parks xxxxxxxxxxxx Votre compte pour les transactions bancaires par téléphone ou en ligne est:				
Document No. No de document	Reference Référence	Invoice Date Date de facture	Amount Montant	Balance Solde
Balance Forward as of / Report du Solde en date du: 2024-01-01				-0.00
PMTxxxxxxx		xxxx-xx-xx	-0.00	0.00
xxxxxxx	PVHLxxxxx	2024-01-31	0.00	0.00
example				
Report change of address on back / Indiquez tout changement d'adresse au verso PLEASE DISREGARD THIS NOTICE IF PAYMENT HAS BEEN MADE. / VEUILLEZ IGNORER CET AVIS SI VOUS AVEZ DÉJÀ PAYÉ.				
DETATCH HERE / DÉTACHEZ ICI				
Include lower portion with your payment Retournez la partie inférieure avec votre paiement.		Due Date: March 01, 2024 Date d'exigibilité	For office use only Réservé à l'administration	
Payable to: Minister of Finance of Manitoba Libellé à l'ordre du ministre des Finances du Manitoba		<div>DATE ISSUED DATE DE RELEVÉ 2024-01-31</div> <div>CLIENT NO. N° DE CLIENT xxxxxxx</div> <div>AMOUNT DUE MONTANT DÙ 0.00</div> <div>AMOUNT PAID MONTANT PAYÉ</div>	Manitoba  Real Estate Services Branch PARKS	
Remit to / Envoyer à l'adresse suivante: RESB Box 796 Winnipeg, Manitoba R3C 2N4		Revenue Code C-75-1		
Customer Name Customer Address				
Manitoba CLPA Parks xxxxxxxxxxxx				
2001 020000005162 000000000001 000000000000 0000000000 0000016641 8				

1. Name: This invoice is addressed to the first person listed on the encumbrance. Additional holders hold equal rights in terms of requesting and providing information in relation to the encumbrance, and are equally responsible for obligations as set out in the agreement.
2. Inquiries: When making inquiries regarding this invoice, please quote the client number.
3. Address: Please report all address, email address and phone number changes to Real Estate Services Branch (RESB) immediately. It is the responsibility of the permittee or lessee to notify RESB of any change. Interest charges, which are the result of invoices mailed or emailed to a former address, are the responsibility of the holder (i.e. permittee or lessee).
4. Interest Charges: All accounts due and payable 30 days from the date of invoice. A daily interest charge equivalent to 2% above the prime rate per annum (as reviewed and amended semi-annually on January 1st and July 1st) will be applied commencing the 1st day past due. The current rate of interest as prescribed by the Minister of Finance under Section 25 (1) of the Financial Administration Act is 9.20% per annum.

5. Payments:

Cheque payable to:

Minister of Finance of Manitoba.

Real Estate Services Branch

Box 796

Winnipeg, Manitoba R3C 2N4

Online bill payment to Manitoba CLPA Parks Please allow 3 -5 business days to reach our office.

In Person: 118-1181 Portage Ave Winnipeg or Rm 308 25 Tupper Street N Portage La Prairie

Payments by credit card or e-transfers are not accepted.

Government Agencies:

1) IBAJ to BA12 Parks Cost Element 1023092 Line Item Text: Client #

2) By cheque payable to Minister of Finance to the address above.

1. Nom : cette facture est adressée au titulaire principal de la charge. Les autres titulaires ont des droits égaux pour ce qui est de demander ou de fournir des renseignements au sujet de la charge et ont tous les mêmes responsabilités vis-à-vis des obligations qui figurent dans la convention.
2. Demandes de renseignements : Lorsque vous demandez des renseignements concernant cette facture, veuillez indiquer le numéro de client.
3. Adresse: Veuillez signaler immédiatement tout changement d'adresse, de courriel ou de numéro de téléphone à la Division des services immobiliers. Il incombe au titulaire du permis ou au locataire de communiquer tout changement à la Division des services immobiliers. Les frais d'intérêt, qui peuvent s'accumuler à cause de factures envoyées à une ancienne adresse, sont la responsabilité du titulaire du compte (le titulaire du permis ou le locataire).
4. Frais d'intérêts: Tous les comptes sont dus et payables dans les 30 jours suivant la date de la facture. Des frais d'intérêts quotidiens équivalant à 2 % de plus que le taux préférentiel par an (lequel est examiné et modifié deux fois par an, le 1er janvier et le 1er juillet) seront appliqués à partir du premier jour suivant la date d'échéance. Le taux d'intérêt courant prescrit par le ministre des Finances en vertu du paragraphe 25(1) de la Loi sur l'administration financière est de 9.20 % par an.
5. Paiements: Les paiements peuvent être effectués par téléphone, en ligne ou par chèque payable au ministre des Finances du Manitoba.
Veuillez poster les chèques à :
Division des services immobiliers
C. P. 796
Winnipeg (Manitoba) R3C 2N4
en personne: 118-1181 Portage Ave Winnipeg, Rm 308 25 Tupper Street N Portage La Prairie
Les paiements par carte de crédit ne sont pas acceptés. Il faut compter trois jours ouvrables pour que notre bureau reçoive les paiements faits en ligne ou au téléphone.
Organismes du gouvernement:
1) Journal des domaines d'activité au domaine d'activité 25 - Parcs - Ministère de la Conservation et du Climat Éléments de coût 1023092 - Texte de poste : No et nom de client.
2) Par chèque payable au ministre des Finances à l'adresse ci-dessus.

This document is available in alternate formats upon request / Ce document est disponible en d'autres formats, sur demande.

REPORT CHANGES / INDIQUEZ SEULEMENT LES CHANGEMENTS

Name / Nom Customer Name

Client Id XXXXXXXX

Email Address / Courriel

New Address

Nouvelle adresse (Street/Rue)

City / Ville

Province

Postal Code / Code postal

Telephone / Téléphone

New Charges
Nouveaux frais

Document No. No de document	Reference Référence	Invoice Period Période de facturation	Amount Montant	GST TPS	Total Montant	Balance Solde
PMT0xxxxxx						
					-0.00	-0.00
xxxxxx	PVHLxxxx	2023-04-01 to 2024-03-31	00000.00			
Dock			0.00	0.00		
Park Land Rent			0.00			
Park District Service Fee			0.00			
					00.00	0.00

Notes:

example

