

CUSTOMER INFORMATION

Account Holder(s) *Address* *Phone*

BANK ACCOUNT INFORMATION

Financial Institution *Address* *Phone*

Account Number *Transit Number* *Institution Number*

Please attach a sample cheque marked "VOID" or attach the Authorization Form from the bank

TERMS AND CONDITIONS - PLEASE REVIEW AND CHECK EACH BOX

I/We authorize a monthly withdrawal of \$ on the 15th of each month.

I/We authorize the Town of Bon Accord to debit the Financial Institution indicated above, for the purpose of making monthly payments on my/our Utility Account with the Town of Bon Accord, and I/we authorize the Financial Institution to honor and pay such debits.

I/We understand that, in order to cancel this pre-authorized debit, written notice must be provided at least ten business days before the next payment date.

I/We understand that if a payment fails to be honored, a service charge (according to the Fees for Service Delivery Bylaw, (Corporate Services Fees) approved by Resolution #23-176, will be added to my/our utility account.

I/We understand that in the event the monthly payment results in there being a remaining balance, and my/our account is in arrears for a period for sixty (60) days or longer, I/we are not exempt from the actions described in Utilities Bylaw 2022-20 Section 19.10, which includes, but is not limited to, service disconnection.

I/We warrant and guarantee that all persons whose signatures are required to sign on this account have signed the agreement below.

AUTHORIZATION

Account Holder (print name) *Account Holder Signature* *Date*

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The information collected on this form is authorized under Section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP). It will be used to process and activate pre-authorized monthly charges of annual property taxes, including any local improvement levies payable to the Town of Bon Accord. If you have any questions about the collection and use of the information, contact the Town of Bon Accord at 5025 - 50th Avenue, Bon Accord, AB, T0A 0K0 or by calling (780) 921-3550.

OFFICE USE ONLY

Utility Account # *Payment Start Date* *Verified By* *Date*