Pre Authorized Payment Agreement - Utilities

Classification	Category	Form No.
Council	**Administration & Finance**	**6001**

Reference Policy

AF 6.20 – Acceptance of Payments

Name: _____ Joint Account Holder Name: _____

Utility Account Number | | | | | | | • | | |

Property Address: _____

Mailing Address: _____

Telephone: _____ Email: _____

Financial Institution: _____ Branch Address: _____

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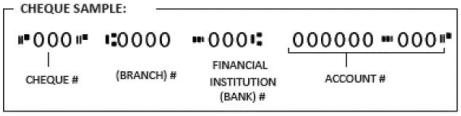
Branch Transit Number Financial Institution Account No.

Attach a blank cheque marked "VOID".



Terms of Agreement

By signing this form, you are agreeing to the following terms and conditions:

1. The balance of the utility bill will be withdrawn on the 20th of each month. If the 20th falls on a week-end payment will be withdrawn the Monday following the 20th.
2. The customer will notify the County of Stettler No.6 of any changes to the customer's financial institution account information.
3. The authorization may be cancelled at any time by the customer upon 7 days written notice to the County of Stettler No.6.
4. The County of Stettler No.6 may terminate this pre-authorized agreement should the customer fail to maintain their financial institution account in good standing. Penalty and service charges may apply to any returned or outstanding payments.
5. Utility account(s) must be set up to receive e-mail invoices and receipts to be eligible for pre-authorized payments.

I/We hereby authorize the County of Stettler No. 6 and the financial institution designated to debit my bank account indicated for the charges arising under my County of Stettler No.6 utility account. They payment for services will be debited on the 20th of each month unless that date falls on a weekend and withdrawal will be the Monday following the 20th.

_____ _____

Signature of Account Holder Signature of Joint Account Holder (If Applicable)

Date: _____ Date: _____

Mail, fax or e-mail your completed form, along with a void cheque to:
County of Stettler No.6 - ATTN: Utility Billing
Box 1270 Stettler, AB T0C 2L0
E-Mail : utilities@stettlercounty.ca Fax: 403-742-1277