

THE CITY OF WELLAND ... making life a little easier

Pre-Authorized Water/Sanitary Sewer Payment Program

BENEFITS:

PAYMENTS DEDUCTED FROM YOUR ACCOUNT AUTOMATICALLY ... NO POSTAGE OR LINE UPS!	PAYMENTS ALWAYS ON TIME ... AVOID LATE PAYMENT CHARGES!
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<p>HOW IT WORKS ...</p> <ol style="list-style-type: none"> Variable payments are withdrawn on billing cycle due dates which is the 2nd banking day of the applicable month. Complete the "Request for Pre-Authorized Water/Sanitary Sewer payment portion of this notice. Attach a voided cheque to the requested form. For joint accounts all depositors must sign the authorization form if more than one signature is required on the cheque. Return the form and cheque to the address shown on the form. Pre-Authorization form must be received by the City of Welland Finance department before the 15th day of the month prior to billing. 	<p>PENALTIES:</p> <p>If any payment does not clear your bank account a charge of \$35.00 will be added to your account. The City may cancel continuation of this plan at any time upon default of payment.</p> <p>You have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any debit that is not authorized or is not consistent with the PAD agreement. To obtain more information on your recourse rights, you may contact your financial institution or visit www.cdnpay.ca.</p> <p>HOW TO WITHDRAW:</p> <p>To withdraw from this plan and revert back to the installment system, provide 30 days written notice to the City of Welland Finance department.</p> <p>FOR INFORMATION:</p> <p>For more information please contact the Finance department at 735-1700, or visit www.welland.ca.</p>
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HOW TO ENROLL:

Complete the lower portion of this form and detach it. Write the word "VOID" across the front of a cheque and mail or bring it along with the completed form to City Hall, 60 East Main St., Welland, ON L3B 3X4.

REQUEST FOR PRE-AUTHORIZED WATER/SANITARY SEWER PAYMENTS

I/We authorize my/our bank to draw and issue payments payable to the City of Welland for payment of Water/Sanitary Sewer Bill. For a joint account, if more than one signature is required on cheques issued against the account, all depositors must sign.

BILLED AMOUNT WITHDRAWN ON DUE DATE

Residential Property: _____	Non-Residential Property: _____
Water Account _____	Signature 1 _____
Property Location _____	Print Name _____
Billing, Name(s) _____	Signature 2 _____
_____	Print Name _____
Mailing Address _____	Phone - Home _____
_____	Phone - Business _____
Postal Code _____	Date _____

Be sure to include a voided Cheque.

MAIL TO: City Hall, 60 East Main Street, Welland, Ontario L3B 3X4--Attention: Finance Department