

**AUTHORIZATION FORM
PRE-AUTHORIZED ELECTRONIC PAYMENTS (WATER/SEWER)**

ADVANTAGES :

- 1) Savings on postage, bank charges and mileage.
- 2) No more worries while out of town or on vacation.
- 3) No more penalty charges on late payments.
- 4) The plan can be cancelled 15 days before the withdrawal date.
- 5) Withdrawals are made on the same date each month.

PROCEDURE TO FOLLOW :

- 1) In order to adhere to one of these two plans, your water & sewer account must be paid in full.
- 2) Fill out the authorization form and the desired option.
- 3) Sign the authorization form.
- 4) Attach a personal blank cheque marked 'Void'.
- 5) Send the form to the town hall office.

Utility bill Account No :	Name :	Starting on :
Tel (home) :	Tel (work/cellular) :	
E-Mail :		

CHOOSE (X) YOUR PAYMENT OPTION :

1) BUDGET PLAN <input type="checkbox"/> (12 annual payments)	The withdrawals will be made on the 10 th day of each month. <u>An adjustment will be made every three months:</u> The two first installments of each invoice will be based on the first yearly invoice and the balance on the third installment.
2) REGULAR PLAN <input type="checkbox"/> (4 annual payments)	The withdrawals will be made at the due date shown on the invoice APRIL - JULY - OCTOBER - JANUARY
Financial institution	Account no.

It is your responsibility to advise us of any changes of your bank account or if you have sold your property.

We authorize The Nation Municipality to withdraw the required amounts from our account.

For every refused withdrawals a fee of \$20.00 will be applied.

The municipality may cancel this authorization.

SIGNATURE :	DATE :
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After two cancelled withdrawals we will void your pre authorized payment plan.

e-mail: utility@nationmun.ca
JessicaPrézeau, Services Clerk
TEL : (613) 764-5444 Ext 234