

**AUTHORIZATION FORM  
PRE-AUTHORIZED ELECTRONIC PAYMENTS (Taxes)**

**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 three plans, your taxes 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.
- 6) The withdrawals will be made on the 25<sup>th</sup> day of each month, or at the due date shown on the invoice

Tax Account No :	Name :	Starting on :
Tel (home) :	Tel (work/cellular) :	
E-mail :		

**CHOOSE (X) YOUR PAYMENT OPTION :**

<b>1) BUDGET PLAN</b> <input type="checkbox"/> (12 monthly payments)	<u>Payments are calculated as follows :</u> January to July = previous year taxes divided by 12 months August to December = current taxes minus amounts paid divided by 5 months
<b>2) REGULAR PLAN</b> <input type="checkbox"/> (4 annual payments)	MARCH – MAY – AUGUST - OCTOBER
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: mhoule@nationmun.ca  
 Marie Houle, Accounting Clerk  
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