

CITY OF CHILLIWACK
PRE-AUTHORIZED PAYMENT – CHANGE OF BANK ACCOUNT

REGISTERED OWNERS: _____ Folio: _____

Utility Account: _____

CIVIC ADDRESS: _____ Phone No: _____

Financial Institution: _____ Email: _____

Branch Address: _____ Effective Date: _____

Bank No: _____ Transit No: _____ Acct No: _____ Chequing Chequing/Savings

I/We hereby authorize the City of Chilliwack to deduct monthly payments from our bank account.

OFFICE USE ONLY
Date: _____
Entered By: _____

SIGNATURES _____

VOID cheque must be submitted with completed form.

Your treatment of each payment shall be made the same as if I/we have personally directed you to pay as indicated and charge the amount specified to the account of the undersigned. This authorization may be canceled any time upon ten days written notice. Any delivery of this authorization to you constitutes delivery by the above-signed.

**Signed form and VOID cheque can be scanned and emailed to taxes@chilliwack.com or faxed to 604.793.2928*

**TERMS AND CONDITIONS OF CUSTOMER'S AUTHORIZATION
TO THE CITY OF CHILLIWACK**

1. The taxpayer understands that the pre-authorized tax plan is for the convenience of the taxpayer. The City of Chilliwack relies on the representation constituted by this authorization that the taxpayer's bank account shall be during the currency of this authorization in good standing with sufficient funds to cover such pre-authorized payments as they become due and payable.
2. The taxpayer's pre-authorized payment will be drawn and presented each month for payment on or after the date shown on the reverse side, to cover the payment(s) due in such month on the taxpayer's account.
3. If any adjustments to the Pre-Authorized Payment Plan are considered necessary, these will only be made after reasonable notice has been given to the taxpayer. This will usually be the annual tax notice.
4. This authorization may be terminated at any time by the taxpayer or the City of Chilliwack. Upon such termination, any balance due thereafter shall be payable directly to the City of Chilliwack. If a credit balance exists on the taxpayer's account, it will be applied to the taxpayer's account, with interest, as stated in Bylaw No. 1576.
5. **THE HOME OWNER'S GRANT APPLICATION** is the responsibility of the taxpayer and must be completed and returned to the Municipal Hall by the due date to avoid late payment penalties. *Also, any balance owing on the tax notice must be paid by the due date. The balance owing will not be withdrawn from the tax prepayment account.*