



# Pre-Authorized Payment Plan - Utility

PLEASE PRINT CLEARLY

Utility Acct No. \_\_\_\_\_ Property Address \_\_\_\_\_

Owner's Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Tenant's Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ Payment Start Date: \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ E-mail Billing/Receipts  YES

I/We hereby authorize the Village of Ryley and its financial institution to debit my/our bank account for monthly utilities levied against the property shown above.

(I/We may cancel this agreement at any time upon written notice and understand that the remaining balance is due and payable immediately and will be subject to penalties.)

**BANKING INFORMATION** (for verification, please attach a cheque marked "VOID" or provide written authority from your financial institution)

Name of Financial Institution \_\_\_\_\_ Chequing Account No. \_\_\_\_\_

Branch Address \_\_\_\_\_ Branch Phone No. \_\_\_\_\_

All persons whose signatures are required to sign on this bank account have signed their agreement below.

## TERMS AND CONDITIONS – IMPORTANT PLEASE READ

There will be a \$30.00 service charge for any payments dishonoured as NSF (Non-Sufficient Funds). After (1) NSF payment, the plan may be cancelled by the Village of Ryley.

In the event of a sale of the above-noted property, or a change in bank accounts, I agree to notify the Village of Ryley at least TWO WEEKS in advance to arrange for the cancellation or transfer of my plan, understanding that any remaining balance is due and payable immediately and may be subject to penalties.

I/we have read the conditions relating to this Application and acknowledge agreement to these terms by signing below

Signature (owner) \_\_\_\_\_ Date \_\_\_\_\_

Signature (tenant) \_\_\_\_\_ Date \_\_\_\_\_

## PLEASE NOTE

1. For eligibility, this form must be received by the Village of Ryley 15 business days before plan enrollment.
2. The current utilities to date, plus any utility arrears must be paid in full for eligibility in this plan