



Utilities direct withdrawal Pre-authorized debit form

Finance
101-1101 5 St., Nisku, AB T9E 2X3
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finance-utilities@leduc-county.com

Date _____

Note:

Applications to enrol or cancel utility direct withdrawals must be received by the 20th of the month.
The amount on the utility invoice will be automatically withdrawn from your bank account on the date the utility invoice is due.
Completed applications must be submitted with a void cheque or pre-authorized debit form.

Applicant information

Applicant name				Phone	
Applicant address				Fax	
Town/city		Province		Postal code	
Email					
Effective date					

Property information

Account number		Service address			
Town/city		Province		Postal code	

Financial institution information of utilities payment account

Financial institution name				Phone	
Financial institution address				Fax	
Town/city		Province		Postal code	

I/we authorize understand that:

1. Leduc County and its financial institution will debit my account as listed.
2. That this authorization may be cancelled at any time with two weeks written notice by me/us.
3. That any payment returned as non-sufficient funds may result in termination of the plan, and all outstanding utility charges become due and payable and subject to penalties.
4. In the event of a sale of the above noted property or a change in bank accounts, I/we will notify Leduc County using the change of banking form or the cancellation portion of this form at least two weeks prior to the next due date.
5. Any delivery of the authorization to you constitutes a delivery by me/us.
6. All persons whose signatures are required to sign on this bank account have signed their agreement below.
7. The outstanding utilities must be paid for eligibility to enrol.

Signature

Canceling direct withdrawal account

Personal information provided is collected by Leduc County under the authority of Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act (the FOIP Act) and we will protect it in accordance with Part 2 of that Act. We will use it to manage your account with us and contact you if necessary. Should you require further information about collection, use and disclosure of personal information, please contact the FOIP Coordinator at 780-770-9251 or foip@leduc-county.com.

I hereby authorize Leduc County to discontinue direct debit withdrawals from my bank account and remove me from the utilities direct withdrawal program. I understand that upon withdrawal from the program, all applicable utility due dates and penalties will apply.

Signature

Office use

New direct withdrawal account

Verified by		Verification date		Date payments begin	
Notes:					

Cancelling direct withdrawal account

Direct withdrawals made inactive	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Made inactive by	
Date made inactive				
Reason for withdrawal:				