



**TOWN OF DAYSLAND**  
**UTILITY DIRECT DEBIT POLICY**

**POLICY NO: 2010-17**

**TITLE: UTILITY DIRECT DEBIT POLICY**

**EFFECTIVE DATE: January 20, 2010**

**COUNCIL RESOLUTION: 2010-01-10**

**MGA Reference: S. 42**

**POLICY STATEMENT:** To provide taxpayers with the convenience of paying monthly utility charges by direct debit option.

**Eligibility**

1. A property owner, renter or person responsible for paying the utility bill of a property may sign up for the utility direct debit option by filling out the following form.
2. The utility account must be in good standing, and not in arrears.



# Town of Daysland

5130-50<sup>th</sup> Street Box 610, Daysland, AB, T0B 1A0  
Ph: 780-374-3767; Fax: 780-374-2455  
[info@Daysland.ca](mailto:info@Daysland.ca) [www.Daysland.ca](http://www.Daysland.ca)

## AUTHORIZATION FOR CONSUMER PRE-AUTHORIZED DEBIT PLAN FOR UTILITIES

### INSTRUCTIONS:

Please complete all sections below. A separate application is required for each individual property.

Please sign and date the bottom of this authorization

**Return the completed form with a blank cheque marked "VOID" to the Town Office, for pre-authorized debit**

### TERMS AND CONDITIONS

I/We, \_\_\_\_\_

of \_\_\_\_\_

**Mailing Address**

**Postal Code**

Being the  owner(s)  renter(s) of the property described as:

Utility Account No. \_\_\_\_\_

**Land Description (Lot, Block, Plan)**

**Municipal Street Address**

**Phone Number:** \_\_\_\_\_

agree to participate in the Pre-Authorized Debit Plan for Utilities, and I authorize the Town of Daysland to draw a debit in paper, electronic or other form for the purpose of making payment for utility services provided:

on my account at the financial institution indicated below and I authorize the financial institution to honour and pay such debits.

I agree that any direction I may provide for pre-authorized debit in accordance with this Authorization, shall be binding on me as if signed by me, and in the case of paper debits, as if they were cheques signed by me.

I understand that I shall receive one notice from the Town of Daysland in the form of a monthly Utility Bill indicating the amount of the debit that will automatically be drawn on the 10<sup>th</sup> day of the month of billing or the next closest working day, beginning in the month of \_\_\_\_\_, 20\_\_.

I certify that all information provided with respect to the bank account is accurate and I agree to inform the Town of Daysland in writing, of any changes in the account information provided by this Authorization of at least ten (10) business days prior to the next due date of pre-authorized debit.

I may revoke this Authorization at any time upon two (2) weeks written notice to the Town of Daysland.

Pre-Authorized Debits that are dishonoured as NSF are subject to a \$25.00 service charge and the utility account will be levied applicable penalties. I understand that two (2) dishonoured payments by me as the payer will result in the pre-authorized debit service being cancelled.

I/We, hereby authorize the pre-authorized debit of funds in the amount of each monthly billing from my/our Bank Account No. \_\_\_\_\_ (VOID cheque attached)

I understand and agree to the above terms and conditions:

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

*NOTE: The personal information that is being collected will be used for the purposes described. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act.*