

**MANOR PARK COMMUNITY COUNCIL
PRE-AUTHORIZED DEBITS (PAD) AGREEMENT – 2018/2019**

Office Use: Start Date: _____ End Date: _____

Program Name: _____

Child(ren)'s Name: _____ Grade(s): _____

1. Customer Information

Account Holder Name: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Email: _____

2. Banking Information

Void cheque attached

Account Number:

Branch Transit Number:

Financial Institution Number:

Chequing:

Saving:

Financial Institution's Name: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

3. Pre-Authorized Debit (PAD) Details

You, the Payor, authorize the MANOR PARK COMMUNITY COUNCIL (MPCC) to debit the bank account identified above for regular recurring payments or, from time to time, for one-time payments. Regular recurring payments of \$ _____, will be debited to the specified account on the fifteenth (15th) of every month or the next business day. MPCC will provide ten (10) days written notice of the amount of each one-time payment.

These services are for (check one): Business Use Personal Use

4. Cancellation

You, the Payor, may revoke your authorization at any time with a thirty (30) day notice in writing to MANOR PARK COMMUNITY COUNCIL (MPCC). To find out more about the PAD cancellation process or to obtain a sample cancellation form, you may contact your financial institution or visit www.cdnpay.ca.

Signature of Account Holder: _____

Signature of Joint Account Holder (if applicable): _____

Name: _____
(please print)

Name: _____
(please print)

Date: _____

Date: _____

You, the Payor, have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any debit that is not authorized or not consistent with this PAD agreement. To learn more about your recourse rights, you may contact your financial institution or visit www.cdnpay.com.

4. Inquiries

When the form is complete or for any inquiries, our contact information is as follows:

MANOR PARK COMMUNITY COUNCIL (MPCC)
100 Braemar Street, Ottawa, ON K1K 3C9
613-741-4776
mpcc@manorpark.ca