

TOWN  OF  
**ERIN** Water Pre-Authorized Payment Plan

**BENEFIT OF THIS PLAN:**

- Savings on postage and trips to pay your bills.
- No late payment charges or missed payments.
- Easier on your budget by spreading payments out without special interest or service charges.

**HOW THE MONTHLY PLAN WORKS:**

- The current water rates will be applied to your previous years consumption plus an additional 5% and then divided into 10 equal payments. This amount will be deducted directly from your bank account on the 16<sup>TH</sup> of each month from January to October.
- Any remaining balance due for your water account will be deducted directly from your bank account on the 16<sup>TH</sup> of November. You will be notified prior to this date as to the amount of the final payment.
- You will receive a quarterly water bill for your records.

**HOW THE QUARTERLY PLAN WORKS:**

- Your actual Quarterly Billed Amount will be deducted directly from your bank account on the due date stated on your water bill.
- You will receive a quarterly water bill for your records.

**TERMS AND CONDITIONS:**

- Enrollment in the pre-authorized payment plan is automatically renewed each year and information about the next year's payment amount will be sent to you.
- If a payment is returned, you will be subject to a finance charge and applicable penalties. The amount of the returned payment plus finance charge and applicable penalties will be added to your next month's payment. If any two payments should be returned, your enrollment in the Pre-Authorized Payment Plan will be terminated.
- If you wish to be removed from this payment plan, or if your banking information changes, notify the Town Office thirty (30) days before the next pre-authorized payment is due.

**HOW TO ENROLL:**

- Complete and sign the attached Authorization Form and attach an unsigned blank cheque marked "VOID".

For more information please contact 519-855-4407 ext.221  
or email [water@erin.ca](mailto:water@erin.ca)



# Water Pre-Authorized Payment Plan

## AUTHORIZATION FORM

Water Account #: \_\_\_\_\_

Customer Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Telephone:      Res. (\_\_\_\_) \_\_\_\_\_      Bus. 1: (\_\_\_\_) \_\_\_\_\_

Choose one:     Monthly       Quarterly

I/We hereby authorize the Financial Institution shown on the attached cheques to debit my/our account each month/quarterly as indicated above for all payments payable to the Corporation of the Town of Erin.

I/We accept the terms and conditions herein defined and authorize the Town of Erin to begin deductions for payment of my/our water account for the amount specified. I/We ensure that the funds will be available each month/quarterly to cover withdrawal and that insufficient funds will result in finance and penalty charges as applicable and possibly cancellation of my/our enrollment in the payment plan.

This authority is to remain in effect until cancelled by either myself or the Town of Erin by written notification and a given reasonable opportunity to act. Any delivery of this authorization to you constitutes delivery by me/us.

\_\_\_\_\_  
Authorized Signature (1)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature (2)

\_\_\_\_\_  
Date

**PLEASE ATTACH VOID CHEQUE HERE**

**Mail to:**

**Town of Erin Water Dept.  
5684 Trafalgar Rd.  
Hillsburgh, ON N0B 1Z0**