

**PAYOR INFORMATION**

These services are for (check one):  Personal  Business EFFECTIVE DATE:

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NAME: Last, First, Initial: \_\_\_\_\_ UTILITY ACCOUNT NUMBER: **5000** \_\_\_\_\_

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SERVICE ADDRESS: \_\_\_\_\_

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MAILING ADDRESS (if different from Service Address): \_\_\_\_\_

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TELEPHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**PAYOR BANK ACCOUNT INFORMATION**

Please attach a Canadian VOID Cheque or Direct Debit form (PAD agreement) from your financial institution

**UTILITY PRE-AUTHORIZED WITHDRAWAL TERMS AND CONDITIONS**

1. **Automatic Payment:** You authorize the City and its financial institution to continually debit the noted bank account for all utility fees and charges payable to The City of Red Deer on the utility billing due date as stated on the utility bill for the above noted utility account.
2. **Change/Cancel Banking Information:** In the event the bank account information above is changed please allow a minimum of 10 days to change Pre-Authorized Withdrawal (PAWS) information. Change/Cancellation requests can be completed online at [www.reddeer.ca/MyCity](http://www.reddeer.ca/MyCity) or a printable version can be located at [www.reddeer.ca](http://www.reddeer.ca)
3. **Termination:** The City reserves the right to terminate this PAWS agreement without prior notification.
4. **Dishonored Payments:** Any payments withdrawn that are returned by your bank will be subject to a dishonored payment fee.
5. **Recourse Rights:** You have certain recourse rights if any debit does not comply with this agreement. To obtain more information on your recourse rights, contact your financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca).

**I/We have read, understand and agree to the Terms and Conditions of the Utilities Pre-Authorized Withdrawal and warrant and guarantee that the person(s) whose signatures are required to sign on the bank account have signed below.**

**Bank Account Holder Signature(s)**

(For Internal Use Only)

Printed Name(s) _____	Received by & Date:	Processed Stamp:
<b>X</b> _____	Cycle:	
Date: _____		

**Return completed form & VOID cheque to us by:**

**Mail:** City of Red Deer  
PO Box 5008  
Red Deer, AB  
T4N 3T4

**Drop off:** City Hall  
Utility Account Inquiries  
4914 48 Ave  
Red Deer, AB

**Fax:** (403) 342-8116  
**E-Mail:** [utilities@reddeer.ca](mailto:utilities@reddeer.ca)  
**Sign up Online:** [reddeer.ca/MyCity](http://reddeer.ca/MyCity)

The City of Red Deer collects personal information, including name and contact information, for the purpose of providing programs, services and contacting customers in this regard. The City of Red Deer is authorized to collect this personal information under Section 33 of the Freedom of Information and Protection of Privacy Act and by Section 3 of the Municipal Government Act. If you have any questions about the collection, use and protection of this information, please contact the Utility Billing Service Centre, 4914 48 Ave, Red Deer, AB, telephone 403-342-8203.