



30 Lewis Street  
Wasaga Beach  
Ontario, Canada  
L9Z 1A1

## PRE-AUTHORIZED PAYMENT PLAN (WATER/SEWER)

### How the Plan Works

Once you join the plan, your water/sewer bill will be deducted automatically on the due dates from your account at your financial institution. This amount will be shown in your passbook or on your monthly statement.

You will continue to receive a water/sewer bill every two months, which reflects the automatic payment.

### Save Time and Money

- No more cheques to write
- No waiting in line to pay your bill
- No postage costs or cheque costs
- No late payment penalties
- Ensure prompt payment when you're busy, ill, or away

### This Plan is Optional

When your form and void cheque are received 10 business days prior to the due date your account will be activated on the Pre-Authorized Payment Plan.

You may withdraw at any time, provided you give written notice to our Billing Department 15 days prior to the due date.

## HOW TO JOIN

A chequing (or chequing/savings) account in Canadian funds at a Canadian bank, trust company, credit union, or other financial institution must be used for this plan.

- Complete and detach the Authorization Agreement in this brochure
- Attach an unsigned cheque marked "VOID"
- Forward to: Town of Wasaga Beach  
30 Lewis Street  
Wasaga Beach, Ontario  
L9Z 1A1

## MESSAGE ON YOUR WATER SEWER BILL

A message will appear on your water/sewer bill to advise you when your account is on the Pre-Authorized Payment Plan.

**FURTHER INFORMATION** is available by calling our Tax/Water/Sewer Department at (705) 429-3844

**Note:** There will be a \$35.00 charge for any payment request refused by your bank due to insufficient funds or a closed account. A second occurrence will automatically cancel your pre-authorized payment arrangements. Any outstanding amount(s) will become due immediately.

\*You must notify us immediately of any changes in bank accounts, residence, or sale of property.

## PRE-AUTHORIZED PAYMENT PLAN FOR WATER/SEWER

### AUTHORIZATION AGREEMENT

**Effective Date:** \_\_\_\_\_

I/We hereby authorize the Town of Wasaga Beach and the financial institution designated below to begin deductions to occur every two months for payment of my/our Water/Sewer Account. The authority is to remain in effect until the Town of Wasaga Beach is notified in writing of the termination date.

**PLEASE PRINT:**

**Name:** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Water/Sewer Account #:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

\*For joint accounts, all depositors must sign when more than one signature is required on a cheque issued on that account.

Please complete all information requested, detach Authorization Agreement and attach a cheque marked "VOID"

**Forward to:**

TOWN OF WASAGA BEACH  
30 LEWIS ST  
WASAGA BEACH, ONTARIO  
L9Z 1A1  
OR FAX TO (705) 429-6732