

Pre-Authorized Payment Application Form

Pre-Authorized Debit (PAD) Agreement

Taxes must be up to date to be eligible for one of the payment plans.

Applications must be received at least 10 business days prior to the first withdrawal date.

Select a Plan (Please select one):

10 Month Payment Plan (Jan-Oct)
First day of each month

Due Date Payment Plan
Interim and Final billing due dates (Feb, Apr, Jun, Sep)

Taxpayer Information:

Assessed Owner Name(s): _____

Property Address: _____

Phone Number: _____

Email Address: _____

Financial Institution Information (Please attach one of the following):

Account can not be a line of credit

Void Cheque Direct deposit/pre-authorized debit form

I/We hereby authorize The Corporation of the City of Burlington to debit my/our account.

Signature (1): _____

Date: _____

Signature (2): _____

Date: _____

For joint accounts all depositors must sign if more than one signature is required on cheques issued against the account.

NOTES RELATING TO ALL PAYMENT PLANS:

- A \$40.00 service charge will be added if funds are returned by the bank.
- The City Treasurer may cancel the privilege of continuing the plan if 3 withdrawals fail to be honoured in a taxation year. The unpaid balance of taxes shall be subject to penalties if overdue.
- If your banking information changes, a completed and signed Banking Information Change Form must be received 10 business days prior to the next withdrawal in order to process the next payment.
- If you wish to withdraw from a program at any time, a signed (2 signatures when applicable) written request must be received 10 business days prior to the withdrawal date. To obtain a sample cancellation form, or for more information on your right to cancel a PAP Agreement, contact your financial institution or visit www.payments.ca
- You 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 is not consistent with this PAP agreement. To obtain more information on your recourse rights, contact your financial institution or visit www.payments.ca
- These withdrawals relate to the payment of property taxes and are considered Personal PADs.