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**Property Taxes and/or Water/Sewer  
Pre-Authorized Debit (PAD) Agreement**

This PAD Agreement is for:      Property Taxes                      Water/Sewer                      Both

**Landowner Information**

Roll Number (Property Taxes): 3140 \_\_\_\_\_

Account Number (Water/Sewer): \_\_\_\_\_

Billing Name: (Please Print) \_\_\_\_\_

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

Mailing Address (if different from property): \_\_\_\_\_

Phone (home): \_\_\_\_\_ Phone (other): \_\_\_\_\_

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

**Payment Options**

**Property Tax:**

**Option 1:** Equal monthly payments for current year – based on annual taxes. Payments are on the 15<sup>th</sup> of the month or on the next business day **or** on the instalment due dates in March, June, September and November (third Wednesday of the month).

**Option 2:** Payments on regular instalment due dates – 4 payments per year on the instalment due dates in March, June, September and November (third Wednesday of the month).

**Water/Sewer:**

**Option 1:** Bi-monthly due date (on the 15<sup>th</sup> of the month or the next business day).

**Bank Account Information**

In order to verify your banking information, please return completed form with either of the below options:

**Personal cheque** marked void is attached.

**Electronic Funds Transfer Form** from financial institution is attached.

The Municipality of North Perth will give 10 days written notice of the amount of each PAD instalment and changes in amount to the monthly PAD.

I/we authorize the Municipality of North Perth and the financial institution identified in the attached to debit my/our bank account for payment of property taxes and/or water/sewer and agree to the Terms & Conditions.

This authority is to remain in effect until the Municipality of North Perth has received written or phone notification at least 10 days before the next debit is scheduled, to the Finance Department (see below). To obtain a sample cancellation form, or more information on your right to cancel a PAD Agreement, contact your financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca).

Municipality of North Perth, 330 Wallace Ave. N., Listowel, ON N4W 1L3

Reception – Phone: 519-291-2950 or Email: [reception@northperth.ca](mailto:reception@northperth.ca)

**Important:** Account Holders with PAD Agreements will still receive property tax bills from the Municipality of North Perth. **It is important to keep your final tax bill for income tax purposes.** If you are audited by the Canada Revenue Agency, bring your final tax bill to the Municipal Office to be stamped to indicate taxes have been paid in full. If you do not keep your final tax bill and require a Statement of Tax Account or re-print of your tax bill, there is a fee of \$10.00.

I/we have certain recourse rights if any debit does not comply with this agreement. For example, I/we have the right to receive reimbursements for any PAD that is not authorized or is not consistent with this PAD Agreement. To obtain a Reimbursement Claim, or for more information on my/our recourse rights, I/we may contact my/our financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca).

Signature of Account Holder:

Signature of Joint Account Holder:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

If more than one signature is required on your bank account, all account holders are required to sign this authorization.

**For Office Use:**

Date form added to file \_\_\_\_\_

Start date of PAD Agreement \_\_\_\_\_

Monthly Amount (if applicable) \_\_\_\_\_