

Want to make your donation and *save* even more time and money?

Make a payment the hassle-free way.

With our Pre-authorized Payment option, your payment is made automatically on the payment due date- and you don't even have to sign the cheque.

*** Save Money**

Forget about buying stamps, incurring late payment charges and reduce your bank bill payment costs.

*** Save Time**

Forget about writing cheques or making trips to the bank or post office to pay your bills.

*** Save Worry**

Forget about cheques that get delayed in the mail or about missing your payment due date.

How do I sign up?

- Complete and sign the enrolment/ authorization form below.
- Attach a personal or business blank cheque marked "void".



- Mail or deliver the enrolment/ authorization form and void cheque to our office, along with this month's payment.

Please note: Terms and Conditions must also be given to customer.

Pre-Authorized Payment Authorization Personal / Household PAD

Payor Name(s) _____

Address: _____

City & Province: _____ Postal Code: _____

Phone Number: _____

I (we) authorize to process a debit, in paper, electronic or other form in the amount of:

1) Fixed amount: \$ _____

OR

2) Variable amount: " _____ \$X _____ ", with "variable payment amount \$X" being stated on a statement mailed to me (us) 10 days before debit date.

OR

3) Fixed amount: \$ _____ applied to my (our) VISA [] MasterCard []

Card Number _____ Expiry Date: _____ mm/yy

on my (our) account of the _____ of each _____ beginning _____ date.

day of mth wk/mth/yr

I (we) acknowledge that I (we) have read, understood and accepted all the provisions contained in the Terms and Conditions of the Pre-Authorized Payment Authorization and that I (we) have received a copy.

Personal / Household PAD only Signature of Payor(s): _____ Date: _____

PRE-AUTHORIZED PAYMENT AUTHORIZATION – TERMS AND CONDITIONS

I (We) acknowledge that this Authorization is provided for the benefit of CARES Counselling and Restoration Services (the Payee) and is provided in consideration of the Payee agreeing to process debits against my account in accordance with the Rules of Canadian Payments Association.

I (We) warrant and guarantee that all persons whose signatures are required to sign on this account have signed this agreement below. This Authorization may be cancelled at any time upon notice by the Payor. I (We) acknowledge that, in order to revoke this authorization, I (We) must provide notice of revocation to the Payee.

I (We) acknowledge that provision and delivery of this authorization to the Payee constitutes delivery by the Payor to the Processing Institution. Any Delivery of this authorization to you constitutes delivery by the Payor.

The Payor and Payee agree to waive the pre-notification requirement set out in Section 11 of Appendix 11 of rule H1 of the Canadian Payments Association.

I (We) undertake to inform the Payee in writing of any change to the account information provided in this authorization prior to the next due date of the PAD (Pre-Authorized Debit).

The account that the Payee is authorized to draw upon is indicated in the accompanying authorization. A specimen cheque for this account has been marked "VOID" and attached hereto.

I (We) acknowledge that the Processing Institute is not required to verify that any purpose of payment for which the PAD was issued has been fulfilled by the Payee as a condition to honouring a PAD issued or caused to be issued by the Payee on the Payor's account.

Revocation of this authorization does not terminate any contract for goods or services that exists between the Payor and the Payee. The Payor's Authorization applies only to the method of payment and does not otherwise have any bearing on the contract for goods and services exchanged.

A PAD may be disputed by a Payor under the following conditions:

- 1) The PAD was not drawn in accordance with the Payor's Authorization or
- 2) The authorization was revoked or
- 3) Pre-notification was not received

The payor, in order to be reimbursed, acknowledges that a declaration to the effect that either (1), (2), or (3) took place, must be completed and presented to the branch of the Processing Institute holding the Payor's account up to and including 90 calendar days in the case of a personal/household PAD or (up to and including 10 business days in the case of a business PAD), after the date on which the PAD in dispute was posted to the Payor's account.

The Payor, in order to be reimbursed, acknowledges that a claim on the basis that the Payor's Authorization was revoked or any other reason, is a matter to be resolved solely between the Payor and the Payee when disputing any PAD after (90 days in the case of a personal/household PAD or 10 business days in the case of a business PAD).

DEFINITIONS

Business PAD: A PAD (Pre-Authorized Debit in paper, electronic or other form) drawn on the account of a Payor such as, but into limited to a corporation, an organization, a trade, an association, a government entity, a profession, a venture or an enterprise, for the payment of goods and services related to commercial activities of the Payor.

Personal/Household PAD: a PAD drawn on the account of the Payor for payments such as, but not limited to, charitable donations, RESP and Spousal RRSP contributions, mortgage instalments, utility bills, insurance premiums, membership fees, property taxes, credit card billings, and payments for other consumer goods and services.