

Pre-Authorized Payment Plan Application Form

The City of Chestermere, on behalf of 1538974 AB Ltd., offers you a simple, easy method of payment through our Pre-authorized Payment Plan.

This is a convenient service that helps you avoid standing in line, writing monthly cheques or paying for postage by authorizing automatic monthly payment of your utility bill from your bank account. This program is voluntary, and you may opt out of the pre-authorized payment plan at any time.

Please complete this PAPP Agreement and **e-mail it back with a void cheque to papp@chestermere.ca** to have your account(s) set up on automatic payment withdrawal.

Authorization:

I/we authorize 1538974 Alberta Ltd to begin automatic withdrawals for payment of my/our monthly utility bill from the bank account number identified on the enclosed cheque/bank deposit form. This authorization will remain in effect until notification of termination is given in writing to the City of Chestermere.

Please note that any payment that is returned from your financial institution is subject to a service fee and may result in termination of the plan. In addition, any payment that is made through a different payment option may also result in termination of the plan.

Customer Information:

Customer Name (First, Last):

Are you a: ☐ Tenant ☐ Owner

Utilities Account Number (located at the top of your bill):

Property Address (street):

City:

Province:

Postal Code:

Contact Phone number:

Contact Email:

Authorized signature(s):

Date:

Please save this form on your device, then email it along with a void cheque (.jpeg, .png, or .PDF can be accepted) to papp@chestermere.ca. If you cannot email your form and void cheque, you can mail them to the address below or drop them off via the secure drop box located at the front doors of City Hall: 105 Marina Road, Chestermere, AB T1X 1V7.

This personal information is being collected for activities related to applying for, tracking, and issuing a pre-authorized payment plan for utilities in the City of Chestermere on behalf of 1538974 AB Ltd., and as such is deemed to be an activity of the City of Chestermere. The personal information you provide on this form is being collected under the authority of Section 34 of the Access to Information Act (ATIA) and Protection of Privacy Act (POPA) is protected by the privacy provision of these acts. This information will be for enforcement of applicable laws and may be circulated to persons or authorities as necessary for the review process. If you have questions about the collection of this information, please contact the ATIA/POPA Coordinator at atia@chestermere.ca or in person at 105 Marina Road, Chestermere, Alberta T1X 1V7 (403) 207-7050.

Please note: any and all personal of financial information sent to the City of Chestermere for a PAPP account will be deleted from our email servers promptly after the account has been created.