

The Pre-Authorized Payment option enables your bill payment to be withdrawn directly from your account. The withdrawal is made on the due date indicated on your statement.

**Please complete the Pre-Authorized Payment (PAP) Plan Agreement below.** By signing this form, you agree to the terms and conditions.

### Terms & Conditions

I/we authorize Apex Utilities Inc. (herein referred to as "AUI") and the financial institution designated (or any other financial institution I/we may authorize at any time) to begin deductions as per my/our instructions to begin regular monthly deductions for full payment of my/our AUI account on the statement due date each month. AUI will provide the statement (through your preferred method of communication) at least ten (10) days prior to the due date. This authority is to remain in effect until AUI has received written notification from me/us of its change or termination. This notification must be received at least ten (10) days before the next scheduled debit at the contact information provided below. I/We may obtain a sample cancellation form, or more information on my/our right to cancel a pre-authorized payment (PAP) agreement at my/our financial institution or by visiting [www.payments.ca](http://www.payments.ca).

In the event a payment withdrawal is dishonored, a second withdrawal may be attempted. AUI may charge my utility account with a service charge for each dishonored payment as it occurs and may terminate this authorization at any time verbally or by written notice to me at the phone number or address listed on the utility account shown on my application form. Please reference the AUI Special Charges Schedule at [www.apexutilities.ca/TCs](http://www.apexutilities.ca/TCs).

I/We have certain recourse rights if any debit does not comply with this agreement. For example, I/we 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 my/our recourse rights, I/we may contact my/our financial institution or visit [www.payments.ca](http://www.payments.ca).

Please email the completed form to [customercare@apexutilities.ca](mailto:customercare@apexutilities.ca).



PLEASE PRINT

Check the appropriate box if the PAP is being set up for payment of goods and services related to Personal or Business use.

**Type of Service**

Personal  Business

Date		AUI Account Number	
Name		Name	
Legal Business Name (if applicable)		Email	
Civic Address		City	
Province		Postal Code	
Primary Contact Phone Number		Additional Contact Phone Number	
Financial Institution (FI)		Institution Number	
FI Account Number		FI Transit Number	
Branch Address			
City	Province	Postal Code	

**Authorized Signature(s):**  



001 12345 004 1234567

Transit (Branch) Number      Financial Institution Number      Account Number