



**Town of Wainwright**  
1018 – 2 Avenue  
Wainwright, AB T9W 1R1  
Phone: 780-842-3381  
Fax: 780-842-2898  
Email: [accountspayable@wainwright.ca](mailto:accountspayable@wainwright.ca)

### PRE-AUTHORIZED TAX DEBIT FORM

The personal information collected on this form is collected under the authority of section 4(c) of the *Protection of Privacy Act (POPA)* and is used to set up and maintain Pre-Authorized Tax Debits with the Town of Wainwright. The information may be shared with other Town departments as required to administer related municipal services. If you have questions about the collection or use of this information, contact the Town's Access and Privacy Coordinator at 780-842-3381.

Roll Number: \_\_\_\_\_ Address: \_\_\_\_\_

Names: \_\_\_\_\_

Phone #: \_\_\_\_\_ (h) Mailing Address: \_\_\_\_\_

\_\_\_\_\_ (c) Email Address: \_\_\_\_\_

---

#### Office Use Only

Previous Tax Levy: \_\_\_\_\_ Payment Begins (Date): \_\_\_\_\_

Monthly Tax Payment: \_\_\_\_\_ Prepaid Payment Required: \_\_\_\_\_  
(Required if applying after January 15 of Current Year)

---

#### Banking Information – Please attach a copy of your void cheque here

Name of Financial Institution: \_\_\_\_\_

Branch # \_\_\_\_\_ Bank # \_\_\_\_\_ Account # \_\_\_\_\_

- 
- I/we authorize the Town of Wainwright and its Financial Institution to debit my account listed above.
    - For all property taxes including any local improvement levies payable to the Town of Wainwright
    - In the amount of the monthly payment shown above, on the 15<sup>th</sup> day of each month beginning on the date indicated above
    - And which amount may increase/decrease in May to the amount included with the annual Combined Property Assessment & Tax Notice by the Town of Wainwright
  - A "VOID" cheque or a signed document from my banking institution is attached to this authorization.
  - This authorization may be cancelled at any time upon notice by me/us, and all outstanding taxes become due and payable and subject to penalties.
  - If a monthly payment fails to be honoured by me/us, it is my/our responsibility to contact the Town of Wainwright and make good on the monthly payment, plus NSF charge, within 10 days.
  - If two monthly payments fail to be honoured this will result in termination from the plan and subject to penalties.
  - In the event of a sale of the above noted property or a change in bank accounts, I/we will notify the Town of Wainwright at least 15 days prior to the next payment date to arrange for cancellation, or to provide the new bank account information and cheque marked "VOID".

Authorized by:

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

PLEASE NOTE: The current taxes, local improvements levies plus any tax arrears must be paid in full for eligibility in the plan.  
**Deadline for joining plan is June 30<sup>th</sup> for the current year.**