



The Municipality of the
VILLAGE OF BURK'S FALLS

172 Ontario Street • PO Box 160 • Burk's Falls ON P0A 1C0
P 705-382-3138 • F 705-382-2273 • www.burksfalls.net

PRE-AUTHORIZED UTILITY PAYMENT PLANS 2019

The Village of Burk's Falls is pleased to offer our Utility customers the option of using our new Pre-Authorized Payment system to facilitate payments. Please contact the Treasurer if you have any questions or require assistance.

DUE DATE PAYMENT PLAN : Payments will be withdrawn on the regular established due dates that are displayed on your utility bill. The due dates are listed on the attached application form.

- Service charges according to our Fees Bylaw will be added if funds are not honoured by your financial institution;
- The Treasurer for the Village of Burk's Falls may cancel or revoke your enrolment in any payment plan if a withdrawal is not honoured and unpaid balances will be subject to penalties if overdue;
- Should you change your banking information, a completed and signed Banking Information Change Form must be received 10 business days prior to the next withdrawal in order to process your next payment;
- If you wish to withdraw from the Pre-Authorized Payment program at any time, a signed (2 signatures when applicable) written request must be received 10 business days prior to the withdrawal date;
- You will have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any debit that is not authorized or is not consistent with your Pre-Authorized Debit agreement.

MOVING?

If you are selling your property you must notify the Village of Burk's Falls in writing a minimum of 10 business days prior to your sale date in order to cancel future withdrawals. Of you are moving within the Village of Burk's Falls, a new pre-authorized payment plan application must be fully completed, signed and re-submitted along with a new void cheque.

If you wish to join any of the payment plans noted, please us the application forms attached and return along with a VOID cheque to:

The Village of Burk's Falls, PO Box 160, 172 Ontario Street, Burk's Falls ON P0A 1C0
Attention: Treasurer

Application forms, Cancellation Forms and Banking Information Change Forms for the Pre-Authorized Payment Plans can be accessed from the Village of Burk's Falls website-www.burksfalls.net. Copies can also be picked up at the Municipal Office located at 172 Ontario Street, Burk's Falls.
