

# PRE-AUTHORIZE DEBIT AGREEMENT

Please complete the Pre-Authorization Debit (PAD) Plan agreement below.

I/We authorize (insert Landlord name), and the financial institute designated (or any other financial institution I/We may authorize at any time) to begin deductions as per my/our instructions for monthly regular recurring payments and/or one-time payments from time to time, for payment of all charges arising for suite number \_\_\_\_\_. Regular monthly payments for the full amount of Condominium Common Expense, Special Assessments, and any other appropriate payments will be debited to my/our specified account on the 1st day of each month. (Insert Landlord name) will obtain my/our authorization for any other one-time or sporadic debits.

This authority is to remain in effect until (insert Landlord name) has received written notification from me/us of its change or termination. This notification must be received at least ten (10) business days before the next debit is scheduled at the address provided below. I/We may obtain a sample cancellation form, or more information on my/our right to cancel a PAD Agreement at my/our financial institution or by visiting [www.cdnpay.ca](http://www.cdnpay.ca)

**PLEASE PRINT**

**DATE:** \_\_\_\_\_

Name(s): \_\_\_\_\_

Suite # \_\_\_\_\_

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: (Bus.) \_\_\_\_\_ (Res.) \_\_\_\_\_ (Mobile) \_\_\_\_\_

**Financial Institution (FI) Name:** \_\_\_\_\_

Branch Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**Attach a VOID cheque**

FI Account Number:

Branch Transit Number:

Financial Institution Number:

Type of Service:  Chequing Account  Savings Account

*(branch - 5 digits; FI Number - 3 digits)*

Signature of Account Holder \_\_\_\_\_

Signature of Joint Account Holder (if appropriate) \_\_\_\_\_

Name (Please print) \_\_\_\_\_

Name (Please print) \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

You have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any PAD that is not authorized or is not consistent with this PAD agreement. To obtain more information on your recourse rights, contact your financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca).

**Forward this form by mail or fax to:**

Attention: Accounts Receivable  
10 Kodiak Crescent, Suite 200  
Toronto ON M3J 3G5  
Tel: 416.630.9393 Fax: 416-631-9393  
e-mail: [admin@lashgroup.ca](mailto:admin@lashgroup.ca)