



# CITY OF SWIFT CURRENT

## TAXATION AUTHORIZATION FORM

### PRE-AUTHORIZED PAYMENT PLAN FOR TAXES

- NEW
- CHANGES/TRANSFER
- CANCEL

Reason for changes: \_\_\_\_\_  
 (Moved, new banking info, etc.)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TAXATION ACCOUNT # \_\_\_\_\_ PHONE #: \_\_\_\_\_

EMAIL: \_\_\_\_\_

START/STOP DATE: \_\_\_\_\_ 2021 INSTALLMENT: \_\_\_\_\_

2021 LEVY: \_\_\_\_\_

**I/WE HEREBY AUTHORIZE MY/OUR FINANCIAL INSTITUTION AND/OR THE CITY TO DEBIT MY/OUR ACCOUNT AS NOTED ABOVE ON THE DUE DATE INDICATED ON THE CURRENT UTILITY BILL/TAX NOTIFICATION**

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

*\*\* For a Joint Account, All Depositors must sign*

**ATTACH VOID CHEQUE OR BANK AUTHORIZATION FORM HERE**

**PLEASE SEE OTHER SIDE FOR IMPORTANT INFORMATION**

**(FOR OFFICE USE ONLY)**

**Date Entered: \_\_\_\_\_**

### **PLEASE NOTE FOR UTILITIES:**

- This authorization may be cancelled at any time upon written notice by you or by the City of Swift Current Utility Supervisor.
- Notify the Utility Department of changes to your banking information 10 days prior to the current charge due date.
- Pre-Authorized Payments will be drawn on Canadian dollar accounts only.
- In the event that the Authorization form is incomplete, inaccurate or unclear; you hereby authorize the Financial Institution to release your Account Number to the City of Swift Current.
- **ALL FINAL PAYMENTS WILL BE COVERED BY PRE-AUTHORIZED PAYMENTS.**

### **PLEASE NOTE FOR TAXES:**

- Payments will be taken the 15th day of each month beginning as per start date indicated above.
- This authorization may be cancelled at any time upon written notice by me/us.
- Payments dishonored as N.S.F. are subject to a \$20.00 service charge.
- After two such dishonored payments, the plan may be cancelled by the GM of Corporate Services of the City of Swift Current.
- After the next tax levy is determined, the remaining monthly payments will be adjusted, if required.
- No discounts will be granted nor penalties applied to tax accounts participating in the plan.
- All taxes must be paid in full by **Dec 31\*** to be eligible for this plan.
- In the event of a sale of the above noted property, or a change in bank accounts, it is the **property owner's responsibility** to immediately notify the City of Swift Current and arrange for cancellation or transfer on the plan.

Fax completed forms to 306-778-2194  
For Inquiries contact Customer Service @ 306-778-2731