



CORPORATION OF THE CITY OF NEW WESTMINSTER

RESIDENTIAL FLAT RATE UTILITIES
PRE-AUTHORIZED PREPAYMENT PLAN

By enrolling in this plan, you prepay next year's Residential Flat Rate Utilities (Water, Sewer and Solid Waste) by automatic withdrawal from your account at any financial institution).

How the Plan Works

- 1. You can enroll in the plan if you are not currently on the City's existing Property Tax Pre-authorized Prepayment Plan.
2. Simply complete the authorization form below, attach a cheque marked VOID and return it to the Taxes and Utilities Department.
3. Your monthly payment is calculated based on your current Residential Flat Rate Utilities divided into 10 equal installments.
4. The monthly payment will be withdrawn directly from your account on the first business day of each calendar month starting in May and ending in February.
5. The annual Residential Flat Rate invoice mailed in February of each year will show your current years billing less any prepayments.
6. You may terminate the Pre-authorized Prepayment Plan at any time by giving 10 business days notice in writing.
7. If the property is sold, you must notify the City in writing to discontinue the Pre-authorized Prepayment Plan.
8. The Pre-authorized Prepayment Plan will be terminated by the City if two consecutive payments are not honoured by the taxpayer's financial institution.
9. By signing this authorization form you confirm that you have read and understand and agree to these terms.

Please detach here

CORPORATION OF THE CITY OF NEW WESTMINSTER

RESIDENTIAL FLAT RATE UTILITIES
Pre-authorized Prepayment Plan Authorization Form

The undersigned hereby authorizes the Corporation of the City of New Westminister to deduct monthly payments from my/our account for the prepayment of Residential Flat Rate Utilities (Water, Sewer & Solid Waste) on the first business day of each month from May to February.

Roll Number: \_\_\_\_\_ Premise Number: \_\_\_\_\_
Property Address: \_\_\_\_\_
Taxpayer's Name: \_\_\_\_\_
Mailing Address: \_\_\_\_\_
(if different from above)
Financial Institution: \_\_\_\_\_

Please attach a blank cheque marked "VOID" to this form. For joint accounts, all depositors must sign below if more than one signature is required on cheques issued against this account.

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_
Phone: \_\_\_\_\_

Please call the Taxes and Utilities Department at (604) 527-4550 or (604) 527-4555 if you have any questions. Office Hours: Monday to Friday 8:30 a.m. to 4:30 p.m.

Please return to: Taxes and Utilities Department - City of New Westminister
511 Royal Avenue, New Westminister, B.C. V3L 1H9