



THE CORPORATION OF THE DISTRICT OF OAK BAY
MUNICIPAL HALL – 2167 OAK BAY AVENUE – VICTORIA, B.C. V8R 1G2
PHONE 250 598-3311 FAX 250 598-9108 WEBSITE: www.oakbay.ca

REGISTERED OWNER(S) / TENANT(S): _____

UTILITY ACCOUNT #: _____

CIVIC ADDRESS: _____

FOLIO #: _____

BANK / CREDIT UNION: _____

PHONE #: _____

BANK / C.U. ADDRESS: _____

EMAIL: _____

DATE: _____

I authorize The District of Oak Bay to debit my/our account indicated above, the balance owing on the above account as of the billing due date, on or after the billing due date. All payments are to be made to the District of Oak Bay. Your treatment of each payment shall be the same as if I/we have personally directed you to pay as indicated and charge the amount specified to the account of the signatory. For a joint account, all depositors must sign if more than one signature is required on cheques issued against the account for verification purposes. This authorization may be cancelled any time upon 15 days written notice. Upon termination of lease agreement, you are responsible for notifying the District of Oak Bay via utilities@oakbay.ca upon 15 days notice. Any delivery of this authorization to you constitutes delivery by the signatory. The District is authorized to inform registered owners of any outstanding utility billing balances that are unpaid by the billing due date. The District may also inform registered owners when elevated consumption readings could indicate a water leak.

I HAVE READ AND UNDERSTAND THE TERMS OF THIS PRE-AUTHORIZED PLAN.

PLEASE ENCLOSE ONE OF YOUR CHEQUES MARKED "VOID" or ACCOUNT INFORMATION ISSUED BY YOUR BANK / CREDIT UNION