

## CHANGE IN PRE-AUTHORIZED PAYMENT PLAN

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It is your responsibility to notify the Municipality of Middlesex Centre of any changes to your pre-authorized payment plan. If you do not notify us, we may continue to take the payment out of your account on the 15<sup>th</sup> day of each month or on the due date (whichever is applicable) from the account we have on file. You must notify us by the 5<sup>th</sup> of the month in order to ensure cancellation/change by the next withdrawal date.

### Change to PAP Requested:

- Change Banking Information (please attach void cheque)
- Cancel Pre-Authorized Payments

### Please make the changes above to my:

- Tax Bill – Roll No. (if known): 39 39 \_\_\_\_\_
- Utility (Water) Bill – Utility Acct. No. (if known): \_\_\_\_\_

Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Effective Date: \_\_\_\_\_

For Changes to PAP, please provide:

Bank: \_\_\_\_\_ Branch: \_\_\_\_\_

Account No.: \_\_\_\_\_

*I/we wish to notify the Municipality of Middlesex Centre to change or terminate the pre-authorization payment arrangements prior to the next scheduled withdrawal date.*

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

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

### Submit this form to:

Municipality of Middlesex Centre  
10227 Ilderton Rd., Ilderton, ON N0M 2A0

T: (519) 666-0190 • F: (519) 666-0271 • E: [customerservice@middlesexcentre.ca](mailto:customerservice@middlesexcentre.ca)

#### For office use only:

Bill	Process Date	Effective Date	Note
Tax			
Utility			