

What Happens If I Change Banks?



No Problem - just advise us of your new banking details as soon as you have them to avoid payments being processed against the wrong account and any N.S.F. charges or penalties being applied for the late payment.



Please Note:

The Town of Thorsby does not charge for the automatic withdrawal option providing no payments are rejected. However, normal bank service charges may apply with your financial institution.

Please check directly with your bank regarding any fees they may charge

How Do I Register For The Automatic Withdrawal Payment Options?

1. Complete the Authorization form on the other side of this brochure *and*
2. Return it to the Town of Thorsby Municipal Office together with a void cheque OR authorization form from your bank with your banking details. You will then be registered in our system and your next billing will automatically be processed directly from your account.

Please Note:

It is important that requests to register for the automatic withdrawal option or to terminate your registration for this option be received at least 5 working days prior to the due date of any bills.



Town Of Thorsby
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Phone: 780-789-3935 Fax: 780-789-3779



Automatic Withdrawal Option For Payment Of Utility Billings

Information And Authorization Form

**Authorization Form for Automatic
Withdrawal of Utility Payments
for Town of Thorsby**

Name: _____
(Please Print)

Utility Account #: _____

Mailing Address: _____

Phone #: _____

Civic Address: _____

I/We authorize the Town of Thorsby to debit my/our bank (*as shown on the attached void cheque or bank PAD Agreement Form*) on the **last business day of the month.**

Signed this _____ day of _____, 20 _____.

Signature: _____

Automatic Withdrawal Option for Payment of Utility Bills

What Is The Automatic Withdrawal Option?

The Automatic Withdrawal Option affords you the opportunity for your monthly utility bill to be paid directly through your bank via direct debit.

Advantages Of Enrollment

- ◆ Removes worry of forgetting to pay your utility bill.
- ◆ Removes risk of incurring penalties for late payment.
- ◆ Saves you time running to drop payments to meet deadlines.
- ◆ Ideal if you're planning a stay away from home.



Who Is Eligible For Enrollment?

All utility account holders within The Town of Thorsby are eligible.

How Will I Know How Much My Bill Is?

You will continue to receive your monthly utility bill through the mail - nothing will change and you will still be able to speak with the Utilities Officer if you have any questions regarding your account.

Is This A Budget Plan?

No - We are currently only able to offer the automatic withdrawal option as it relates to the specific billings on a monthly basis.

What Happens If I Plan To Move?

Drop by the Town Office to fill out your water service termination form. Your final billing will then be processed and mailed to your new address. Your bank account will be debited on the due date as normal. You will then be removed from the plan and no further withdrawals will be made.

Please note that other payment options still exist. Payments will still be accepted at the office by cheque, cash or debit.