

315 King St W, PO Box 640 Chatham ON N7M 5K8 Tel: 519-360-1998 Fax: 519-358-4534

A completed form is required for <u>each property</u> to change or cancel the pre-authorized payment agreement.

I would like to (check one):
Cancel my pre-authorized payment
Change the bank account of my pre-authorized payment
Note: If you are changing your banking information, please attach a void cheque.
Date Effective (YYYY/MM/DD):
Customer Name:
Owner Name (if different than customer):
Phone #: () Email:
Civic Address: City:
Roll Number: 3 6 5 0
Comments:
This form is due at least 10 days in advance of the next scheduled withdrawal date, being the 15th of each month, or the next tax installment due date, depending on which plan you have.
Customer's Signature:
Representative's Signature:
Please complete this form and return it in one of the following ways:
Mail: Chatham-Kent Tax Department – Civic Centre
315 King Street West, PO Box 640 Chatham ON N7M 5K8
Email: <u>ckar@chatham-kent.ca</u> Fax: (519) 358-4534 (Attention: Tax Department) In person: Any Municipal Service Centre

Where a facsimile number or e-mail is provided within this document, when transmitted electronically to a facsimile or email address, the signature(s) of the party shall then be deemed as an original signature. Personal information contained on this form is collected by The Municipality of Chatham-Kent under the authority of the Municipal Act, 2001 and will be used by Accounts Receivable Services staff for the purpose of processing your application and contacting you for property taxation related matters. Questions regarding the collection and use of this information may be directed to the Municipal Clerk, 315 King Street West, Chatham, ON N7M 5K8, or by telephone at 519.360.1998 or email to ckclerk@chatham-kent.ca.