

**THE CORPORATION OF THE CITY OF ELLIOT LAKE  
PRE-AUTHORIZED PAYMENT PLAN  
WATER**

**Convenience & Savings!**

Pre-authorized payments have many benefits

- There are no cheques to write out
- You don't have to look for a parking space
- There is no waiting in line to pay your Water bill
- You save on postage and transportation costs
- You don't have to keep track of due dates or payments
- You never pay a penalty for missing a due date - monthly payments allow for easier budgeting

**Are you eligible?**

- If you own a residential or commercial property you can take advantage of this convenient plan
- If you have any arrears on your properties then special arrangements can be made in person
- You can enroll in this plan for any or all of your properties
- Your initial application is valid as long as you own the property and for as long as you want to stay in the plan - you do not have to re-apply every year

**Plan #1 – Monthly Convenience**

Your Water payment will be automatically withdrawn from your bank account in twelve (12) equal payments starting January 4<sup>th</sup> to December 4<sup>th</sup>.

**Plan #2 – Two (2) Payments**

Your Water payment will automatically be withdrawn from your bank account on each installment due date (March and July).

**Withdraw Any Time!**

If you want to withdraw from the pre-authorized plan, notify the Water Department by the 15<sup>th</sup> day of the month.

**How Do I Get Started?**

Fill in this application.

**By Mail:** City of Elliot Lake  
Water Department  
45 Hillside Drive North  
Elliot Lake, ON P5A 1X5

**In Person:** City Water Department, City Hall

**With Your Application**

Please enclose one of your personal cheques marked "VOID"  
This will ensure that payments are withdrawn from the correct bank account.

Need Information?

For further information, call the City of Elliot Lake Water Department at **848.2287 ext. 2108**



**PRE-AUTHORIZED WATER PAYMENT PLAN APPLICATION FORM**

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

Account Number: \_\_\_\_\_

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

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

Telephone: \_\_\_\_\_  
Residence Work

*I/We authorize the City of Elliot Lake to debit my/our account indicated for all estimated property Water payable to the City of Elliot Lake: (Please check one)*

Twelve (12) monthly payments

Two (2) regular Water installment due dates

*Be sure to include an unsigned cheque marked "VOID". For joint accounts requiring more than one signature all parties must sign this application*

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

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

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

Account #: \_\_\_\_\_

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

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