



Downing Street Property Management Inc.

Pre-Authorized Payment Enrollment & Authorization Form

Condominium Corporation's (the "Payee") _____

Unit Owner (the "Payor") _____

Address & Unit No. _____

Unit Owner Financial Institution _____

The Payee hereby authorizes the Payor to draw on the Payor's bank account to satisfy payment of monthly common element fees as well as other amounts for which the Payee may become liable as dictated by the Declaration and other governing documents of the Condominium Corporation and as approved by the Board of Directors and which may vary from time to time. Payment of common element fees will be facilitated on a monthly basis in accordance with the annual operating budget of the Condominium Corporation as approved by the Board of Directors,

The Payor acknowledges that I/we have read and understood the provisions contained in the enclosed Terms and Conditions.

Authorized Signature _____

Print Name _____

Date _____

Authorized Signature _____

Print Name _____

Date _____

PLEASE ATTACH YOUR VOID CHEQUE TO THIS COMPLETED FORM

<u>For Office Use Only</u>	<u>By:</u>	<u>Date:</u>
Bank Account Info Added to CMO		
Unit Owner Profile Updated		
Condominium Corporation PAP Profile Updated		

PRE-AUTHORIZED PAYMENTS - TERMS AND CONDITIONS

I/we warrant and guarantee that all persons whose signatures are required to sign on this account have signed this agreement.

This authorization may be cancelled at any time upon notice by the Payor. I/we acknowledge that, in order to revoke this authorization, I/we must provide notice of revocation to the Payee.

I/we acknowledge that provision and delivery of this authorization to the Payee constitutes delivery by the Payor to its Financial Institution.

I/we undertake to inform the Payee, in writing, of any change in the account information provided in this authorization prior to the next due date of the pre-authorized debit.

I/we acknowledge that Processing Institution is not required to verify that a pre-authorized has been issued in accordance with the particulars of the Payor's Authorization including, but not limited to, the amount of the pre-authorized debit.

I/we acknowledge that the Processing Institution is not required to verify that any purpose of the payment for which the pre-authorized debit was issued has been fulfilled by the Payee as a condition to honoring a pre-authorized debit issued or caused to be issued by the Payee on the Payor's account.

Revocation of this authorization does not terminate any contract or legal obligation to remit payment for goods or services that exists between the Payor and the Payee. The Payor's Authorization applies only to the method of payment and does not otherwise have any bearing on the contract for goods or services exchanged.

A pre-authorized debit may be disputed by a Payor under the following conditions:

- (1) the pre-authorized debit was drawn without the Payor's Authorization;*
- (2) the authorization was previously revoked in writing; or,*
- (3) pre-notification was not received.*

The Payor, in order to be reimbursed, acknowledges that a declaration to the effect that either (1), (2) or (3) took place must be completed and presented to the branch of the Processing Institution holding the Payor's account up to and including 90 calendar days in the case of a business PAD after the date on which the PAD in dispute was posted to the Payor's account.

The Payor acknowledges that a claim on the basis that the Payor's Authorization was revoked, or any other reason, is a matter to be resolved solely between the Payee and the Payor when disputing any PAD after (90 calendar days in the case of a personal/household PAD or 10 business days in the case of a business PAD).

You have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any debit that is not authorized or is not consistent with this PAD Agreement. To obtain more information on your recourse rights, contact your financial institution or visit www.cdnpay.ca.