



CITY OF YELLOWKNIFE

PRE-AUTHORIZED PAYMENT FOR UTILITY BILLS

New Authorization

Change in Bank or Credit Card Information

The City of Yellowknife offers an automatic payment for your utility bill. To enroll in this service, please complete and submit the following form with a voided cheque by:

- **Faxing to 920-5649 (no cover sheet required) or**
- **Emailing to financedivision@yellowknife.ca or**
- **Dropping off at City Hall or Mail to PO Box 580, Yellowknife, NT X1A 2N4**

It is the responsibility of the customer(s) to notify the City promptly if there are any changes to the information provided below.

Existing Account

New Account

Customer Information

UT Account #			
Service Address			
Contact Name(s)			
Residence Phone	Email		
Business Phone	Cell	Fax	

Option 1 -Bank Withdrawal

Account Holders Name			
Bank Name			
Branch/Transit Number	Bank Number	Account Number	

Option 2 –Credit Card Charge

Card Holders Name			
Credit Card Number	Expiry Date (MMM/YY)		
	CSV Number		

I/We (the above owner(s)) authorize the City of Yellowknife to debit my/our account as indicated above, for the amount outstanding on my utility account on the due date shown on each month’s utility bill. I/We will notify the City promptly in writing if I/we move the account from one bank or branch to another, or if there is any other change in the account. This authorization may be cancelled at any time upon written notice by me/us to the City. Any delivery of this authorization to the City constitutes delivery by me/us to the Bank. I/We am/are all the persons who are required to sign on the above account. I/We have a signed copy of this authorization form. For Option 1 Bank Withdrawal: Each payment shall be as if I/we had personally issued a cheque authorizing the Bank to pay the City as indicated and to debit the amount specified to my/our account.

Signature

Date

For Office Use Only

Date Processed: _____

Clerk Initials: _____

Customer ID: _____