

**City of Surrey**  
**Metered Utility Auto-Debit Payment Plan**  
**TERMS AND CONDITIONS**

1. The property owner understands that the Metered Utility Auto-Debit Payment Plan is for the convenience of the property owner. The City of Surrey relies on the representation constituted by this authorization that the property owner's bank account shall be in good standing with sufficient funds to cover such pre-authorized debits as they become due and payable.
2. The property owner's pre-authorized debit shall be drawn and presented to their bank on each utility billing due date for the property shown on the reverse, to cover payment due on the property owner's utility account on such due date.
3. If any adjustments to the utility pre-authorized debit amount are necessary, these will only be made after reasonable notice has been given to the property owner.
4. This authorization may be terminated by the property owner upon two weeks written notice to the City of Surrey Property & Payment Services, or at any time by the City of Surrey. Upon such termination, any balance due thereafter shall be payable directly to the City of Surrey.
5. A service charge will be applied to the utility account for any payment not honoured by the property owner's financial institution. If two consecutive pre-authorized debits are not honoured by the financial institution, the enrolment of the property owner in the plan will be cancelled by the City of Surrey.
6. Refunds are not available under the plan.
7. If your payment plan is cancelled or your financial institution does not honour your payment, any balance due thereafter shall be payable directly to the City of Surrey.

For more information on this payment plan, visit the City of Surrey's website at: [www.surrey.ca/ptu](http://www.surrey.ca/ptu)

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9. The property owner's pre-authorized debit shall be drawn and presented to their bank on each utility billing due date for the property shown on the reverse, to cover payment due on the property owner's utility account on such due date.
10. If any adjustments to the utility pre-authorized debit amount are necessary, these will only be made after reasonable notice has been given to the property owner.
11. This authorization may be terminated by the property owner upon two weeks written notice to the City of Surrey Property & Payment Services, or at any time by the City of Surrey. Upon such termination, any balance due thereafter shall be payable directly to the City of Surrey.
12. A service charge will be applied to the utility account for any payment not honoured by the property owner's financial institution. If two consecutive pre-authorized debits are not honoured by the financial institution, the enrolment of the property owner in the plan will be cancelled by the City of Surrey.
13. Refunds are not available under the plan.
14. If your payment plan is cancelled or your financial institution does not honour your payment, any balance due thereafter shall be payable directly to the City of Surrey.