



Pre-Authorized Payment Cancellation/Plan Change Form

Property Taxes

- Cancellation
- Bank Account Changes(Include Void Cheque)
- Plan Type Change

Water and Waste Water Utility

- Cancellation
- Bank Account Changes(Include Void Cheque)

From:
Due Date
1st
15th

To:
Due Date
1st
15th

Owner: _____

Roll Number/Account Number: _____

Address of Property: _____

Effective Date: _____

Closing Date: _____

Change/cancellation requests must be received 30 days prior to the next payment date

Phone Number: _____

Email: _____

Owner's Signature: _____

Date: _____

You can mail, email or fax your completed form to:

Mail: **Revenue Services**
100 Regina Street S.
PO Box 337 Station Waterloo
Waterloo ON N2J 4A8

Email: preauthorized@waterloo.ca
Fax: (519) 747-8760

To the extent that information collected for property taxes and water account constitutes personal information as defined in the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, chapter M.56 as amended, the information is subject to provisions of that act and will be used for the purposes indicated or implied. Questions about the collection of personal information should be directed to the city clerk, Waterloo City Centre, 100 Regina Street South, P.O. Box 337 STN Waterloo, Waterloo, ON N2J 4A8; Telephone: 519-886-1550