Diamond Management Group Inc.
206-2903 Rabbit Hill Rd NW, Edmonton, AB T6R 3A3 | 780-885-8588

PRE-AUTHORIZED DEBIT AGREEMENT

1 - CONDO CORPORATION / PROPERTY

Condo Corporation / Property Name

Property Address
Full civic address including unit number

2 - OWNER INFORMATION

Owner Full Name

Phone Number

Email Address

Owner Mailing Address
If different from property address

3 - BANKING INFORMATION

Name of Financial Institution

Account Number

Transit # (5 digits)

Inst. # (3 digits)

Void Cheque
Attach a photo or scan of a void cheque - required to set up your pre-authorized debit.

4 - AUTHORIZATION

I/We authorize the above-named Condo Corporation (the "Payee") to debit my/our bank account at the financial institution listed above for monthly condominium fees, special assessments, and any other amounts lawfully owing, on the dates established by the Condo Corporation.

I/We may cancel this authorization at any time by providing 30 days written notice to the Payee. Cancellation does not relieve me/us of any outstanding financial obligations. I/We have certain recourse rights if a debit does not comply with this agreement. For more information, contact your financial institution or visit www.payments.ca.

5 - SIGNATURES

Signature 1

Sign here

Printed Name

Date
yyyy-mm-dd

Signature 2 (Joint Owner, if applicable)

Sign here

Printed Name

Date
yyyy-mm-dd

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PRE-AUTHORIZED DEBIT AGREEMENT (continued)

6 - PAD CATEGORY

This Pre-Authorized Debit is for:

☐ Personal Use ☐ Business Use

7 - PAYEE CONTACT INFORMATION

Payee Name (Condo Corporation)

Address

Phone Number Email Address

8 - ADDITIONAL INFORMATION

One-Time PADs: Authorization remains in effect until the one-time payment is completed.

Sporadic PADs: Authorization is required for each individual PAD before processing.

Payment Service Provider: A third-party payee (e.g., property management company) may appear as the debitor on your bank statement.

Change of Account Information: The payor must provide written notice of any changes to their banking information.

9 - RECOURSE STATEMENT

You have certain recourse rights if any debit does not comply with this agreement. 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, you may contact your financial institution or visit www.payments.ca.

RETURN COMPLETED FORM TO:

Please email this completed form to: **rita.diamondgroup@gmail.com**