



**PUPP- Pre-Authorized Utility
Payment Plan Application**

UB Acct. _____

A - Property Identification

Street Address of Property Owned _____

Section B - Applicant's Personal Information

Legally Registered Name of Primary* Owner _____

(*Primary person on title who should receive the bills. Note: only 1 person can be listed as primary owner)

Applicant's Name: Same as above or _____

If Primary Owner is a business, I declare that I am a director of the above-named business _____ (Please Initial)

Primary Owner's Date of Birth: Month ____ Day ____ Year ____ Applicant's Date of Birth: N/A Month ____ Day ____ Year ____

Primary Owner's Mailing Address _____

City/Town _____ Prov./State _____ Postal Code/Zip _____

Daytime Phone Number _____ Email _____

Section C - Applicant's Bank Account Information - Canadian Banks Only

Attach 'void' cheque here (handwritten bank account information will not be accepted)

Important: It is the responsibility of the account holder(s) to confirm that payments are being withdrawn from their bank account

Important! See over - Signature required

Section D - Authorization

By my signature below I acknowledge that I have read and understand the following:

1. If a default in a utility payment occurs, the MD of Bighorn may remove the account holder from the Pre-Authorized Utility Payment Plan and may refuse re-instatement on the plan. In addition, NSF charges will apply and penalty charges may be applied.
2. If the property is sold, your lawyer must make sure that a final bill has been requested to the date-of-sale and paid on your behalf.
3. Written notification must be provided at least 5 business days prior to the next scheduled withdrawal in order to:
 - A. Change banking information (new 'void' cheque required).
 - B. Cancel plan for any reason (PUPP Cancellation form available).
4. PUPP is not transferrable. If you are moving within the MD you must complete a new PUPP application form for your new property.

Section E. Conditions of the Pre-Authorized Utility Payment Plan (PUPP)

1. Utility accounts for a property must be current (paid up-to-date) in order to be enrolled in the Pre-Authorized Utility Payment Plan.
2. Payments may be made only via automatic debit from a chequing or savings account drawn on a Canadian bank. Line of Credit, Power Line accounts and credit cards cannot be used.
3. While the Md of Bighorn does not charge for this service, normal bank service charges may apply.
4. Payments are withdrawn from your bank account on the Due Date as noted on your current utility billing.
5. Upon cancellation of the plan all unpaid utilities must be paid in full or penalties will be applied.
6. It is the responsibility of the account holder(s) to monitor payments withdrawn from their bank account.

Signature of Applicant

Print Name

Date _____

For Office Use Only

Copy of PUPP Application given to owner: Yes No

Application received by (initials) _____

Notes:

Date Stamp Received

FOIP Notification: Your personal information is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. The personal information you provide on this form is being collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act. This information will be used for the purposes of collecting taxes. This form is deemed transitory and will be destroyed upon cancellation of TIPP account. If you have any questions about the collection or use of this information please contact the FOIP Coordinator, at the Md of Bighorn at 403-673-3611