



CAMWOOD PROPERTIES LTD.

269 Richmond St W, Suite 101, Toronto, ON M5V 1X1 www.camwoodproperties.com T: 416.598.3345 F: 416.598.2314

Dear Tenant,

We are pleased to introduce you to the Pre-Authorized payment plan offered to all our tenants for rental payment. Please find attached a copy of the Electronic Funds Transfer Pre-Authorization form for your reference. ***This form must be completed and returned to Camwood Properties Ltd. before pre-authorized payment could be effective.***

Kindly fill out the form completely, sign and attach a copy of a “void cheque” and fax or mail to our office. Confirmation of receipt of your form with the commencement date of the Pre-Authorized payment will be sent to the email address you provide to our office.

Please note that we only accept void cheques from Chequing or Savings Account. Other Bank accounts such as Line of Credit/Credit Card account will not be accepted.

Please note that Pre-Authorized payment plan is applicable to your unit rental and parking (if applicable) amounts only. This authorization does not cover for additional amounts charged to your account, e.g. NSF fees, pro-rated rent, deposits etc. We will notify you of additional amounts owing and confirm with you if you wish to include them for preauthorized payment. We will accept cheques or money orders for amounts that are not covered by this pre-authorized plan.

By signing and returning the Electronic Funds Transfer Pre-Authorization Form for rental payment of your unit, you acknowledge that:

1. Due date of the pre-authorization debit will be on the **1st of each month or as indicated by your lease agreement.**
2. Changes in the account information or termination of this authorization must be **notified in writing to our office 15 days** prior to the next due date of the pre-authorization debit.
3. There is a \$27 administration charge for any payments rejected by your financial institution for any reason thereof. Payment must be made by cheque or money order to our office.

If you have any questions regarding the above, please do not hesitate to contact our office at 416-598-3345.

Thank you for the opportunity to assist you in this regard.

Yours truly,
Camwood Properties Ltd.

Ninfa Camba
Controller

ELECTRONIC FUNDS TRANSFER PRE-AUTHORIZATION AGREEMENT

Instructions:

1. Please complete all sections in order for your financial institution to make payments directly from your account
2. Please sign the terms and conditions on the reverse of this document.
3. Return the completed form with a blank cheque marked "VOID" to Payee .

INFORMATION OF PAYOR (S)

Payor Name:	
Address:	
Telephone:	
Email Address:	
Signature of Authorized Signing Officer (s)	Date

PAYOR FINANCIAL INSTITUTION/BANKING INFORMATION

Branch Number	Institution #	Account Number
Name of Financial Institution		
Branch		
Branch Address		
City/Province		Postal Code

PAYEE INFORMATION

Payee Name: CAMWOOD PROPERTIES LTD.
Address: 101 – 269 Richmond St. West, Toronto, ON M5V 1X1
Telephone: 416-598-3345 Fax: 416-598-2314 Email: mail@camwoodproperties.com

PAYOR'S PAD AGREEMENT
Pre-Authorized Debit Plan
Terms & Conditions
April 2021

1. In this Agreement, "I", "me", and "my" refers to each Account Holder who signs below.
2. I authorize the payee to debit my account as indicated on the attached "VOID" cheque under the terms and conditions agreed to by me with the payee until such time as written notice to the contrary is given.
3. I acknowledge that delivery of my authorization to the payee constitutes delivery by me to the branch of the financial institution at which I maintain an account and that such financial institution is not required to verify that the payment(s) are drawn in accordance with this authorization.
4. I may revoke this Authorization at any time by delivering a written notice of revocation to the payee at least 15 days before the due date of the pre-authorized debit.

The Payee shall use best efforts to cancel the PAD in the next business, billing, or processing cycle but shall within not more than 30 days from the notice cease to issue any new PAD's.

This Agreement applies only to the method of payment and I agree that revocation or cancellation of this agreement does not terminate or otherwise have any bearing on any lease contract that exists between me and the Payee.

5. Items charged under any of the following conditions will be reimbursed subject to written notification by me to the branch of account within 90 days:
 - a. I never provided authorization to the payee
 - b. The pre-authorization debit was not drawn in accordance with my authorization
 - c. My authorization was revoked
 - d. The debit was posted to the wrong account due to invalid/incorrect information supplied by the payee
6. I authorize CAMWOOD PROPERTIES LTD to process a debit, in paper, electronic or other form in the amount of _____ on my account on the first day of each and every month, beginning _____. *This amount may be increased or decreased in accordance with the provisions and terms stated in your lease agreement.* I understand that CAMWOOD PROPERTIES LTD. will advise to the best of its ability, in writing of the revised amount.
7. I acknowledge that I have read and understood all the provisions contained in the terms and conditions as detailed above.
8. I warrant that all persons whose signature(s) are required to sign on this account have signed on this Electronic Funds Transfer Pre-Authorization.

Signature of Tenant (Payor)

Date