



Pre-authorized Debit (PAD) Agreement

1. Payor Information (Please print clearly)

Name: _____

Mailing Address: _____

City: _____ Province: _____ Postal Code: _____

Telephone Number: _____

2. Bank Account Information

Payor Account Number:

Debit Amount: \$ _____

Branch Transit Number:

Financial Institution Number: Chequing Savings

Financial Institution: Name _____

Branch Address _____

Transaction Date: From: ____/____/____ To: ____/____/____

mm dd yyyy

mm dd yyyy

Please attach a void cheque.

3. Payee Information (Office only)

Children of the Island Early Learning Center

Account #:

Branch Number: _____

4. Pre-Authorized Debit (PAD) Details

I/We authorize **Children of the Island Early Learning Center** and the financial institution designated (or any other financial institution I/We may authorize at any time) to begin deductions as per my/our instructions for monthly regular recurring payments and/or one-time payments from time to time, for payment of all charges arising under my/our **Children of the Island Early Learning Center** account(s). Regular monthly payments for the full amount of services delivered will be debited to my/our specified account on the **1st** day of each month. These services are for Childcare fees.

These services are for (check one) personal or business purposes.

Children of the Island Early Learning Center will obtain my/our authorization for any other one-time or sporadic debits and provide me with 10 calendar days written notice prior to any debits. This authority is to remain in effect until **Children of the Island Early Learning Center** has received written notification from me/us of its change or termination. This notification must be received at least thirty **30** calendar days before the next debit is scheduled at the address provided below. I/We may obtain a sample cancellation form, or more information on my/our right to cancel a PAD Agreement at my/our financial institution or by visiting <https://www.payments.ca/resources/payment-guides/business-guides/pre-authorized-debit>

In the case of variable amount PADs, **Children of the Island Early Learning Center** provide **10** days written notice prior to any changes in the fees and/or its schedule.

I/we have certain recourse rights if any debit does not comply with this agreement. For example, I/we have the right to receive reimbursement for any PAD that is not authorized or is not consistent with this PAD Agreement. To obtain a form for a Reimbursement Claim, or for more information on my/our recourse rights, I/we may contact my/our financial institution or visit <https://www.payments.ca/resources/payment-guides/business-guides/pre-authorized-debit>.

I/We understand and accept the terms of participating in this PAD plan.

Signature of Account Holder

Signature of Joint Account Holder (if appropriate)

Name (Please print)

Name (Please print)

Date

Date

When the form is complete, submit to:

Children of the Island Early Learning
Email to: Richard@childrenoftheisland.com