



Pre-Authorized Debit (PAD) Agreement - Donations

St. Timothy's Pre-Authorized Debit (PAD) Agreement provides individuals with the option to donate to the school in the form of pre-authorized chequing account withdrawals.

To set up donations via PAD, complete this form in full and email to donations@st-timothys.ca

Contact Information

First Name	Last Name
Email	Phone Number
Street	City
Province	Postal Code

Banking Information

Transit Number	Institution Number	Account Number
These pre-authorized debits are made on behalf of <input type="checkbox"/> an individual <input type="checkbox"/> a business		

Financial information provided on this form supersedes any previous financial information provided.

Payment Details

Amount	Frequency* <input type="checkbox"/> one-time <input type="checkbox"/> monthly <input type="checkbox"/> quarterly <input type="checkbox"/> semi-annually <input type="checkbox"/> yearly
Date (mm/dd/yyyy)	Signature

**The debit will be processed on the first day of the month or the next business day. Withdrawals for PAD forms received after this day will commence on the first day of the next month upon review of the payment.*

Please confirm with your financial institution the daily withdrawal limit on your account and adjust this limit as necessary for the date(s) of the withdrawal(s).

Should you wish to cancel or change this agreement, please notify the school's bookkeeper at bookkeeper@st-timothys.ca, 613.794.1750, or by mail at 1061 Pinecrest Road, Ottawa, ON K2B 6B7 at least 10 days prior to the next transaction. Any cancellation of PAD must be replaced by cheques covering the full remaining amount due.

There are certain recourse rights if any debit does not comply with this agreement. For example, I 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 my recourse rights, I may contact my financial institution.

A \$10 NSF charge will apply for insufficient funds and the amount due is payable immediately.

For additional information, please contact the school's bookkeeper at bookkeeper@st-timothys.ca.