

The Corporation of Loyalist  
Township  
P.O. Box 70, 263 Main Street  
Odessa, Ontario  
K0H 2H0



Tel: 613-386-7351 Ext. 105  
Fax: 613-386-3833  
Email: [utilitiesbills@loyalist.ca](mailto:utilitiesbills@loyalist.ca)  
[www.loyalist.ca](http://www.loyalist.ca)

**Cancellation Notice for  
Pre-Authorized Debit Plan – Utility Payments**

**To: Loyalist Township Finance Department**

**Date:** \_\_\_\_\_

I/we, \_\_\_\_\_, cancel my/our authorization to issue pre-authorized  
Payor name

debits in the amount of \$ variable against my/our Account Number \_\_\_\_\_

effective on \_\_\_\_\_. I/We acknowledge that this cancellation does not terminate any

other obligation that I/we may have with Loyalist Township.

**Signed:** \_\_\_\_\_

**Note: Subject to the terms of any agreement between a Payor and Loyalist Township including their Payor's PAD Agreement, a Cancellation Notice may be provided to Loyalist Township Finance Department by way of registered mail, e-mail, fax or prepaid courier and must be received at least ten (10) business days prior to the next scheduled debit.**