



PRE-AUTHORIZED PAYMENT PLAN AUTHORIZATION

STRATA PLAN # _____ STRATA LOT # _____

UNIT # _____ OWNER SIGNATURE _____

PLEASE ATTACH A VOID CHEQUE

1. I/We hereby authorize Ascent Real Estate Management Corporation (*Ascent*) on behalf of our Strata Corporation to debit my/our account on the date due, an amount equal to the undersigned's strata lots shares of the total contribution budgeted for the monthly strata fee owing to the Strata Corporation pursuant to the *Strata Property Act*. The amount of strata fee may be increased or decreased as required to reflect my/our strata lot's share as established annually by the Owners of the Strata Corporation from time to time. Strata Corporation budgets may be approved subsequent to the fiscal year end and any retroactive amounts will be debited according to the fiscal year of the Strata Corporation.
2. The account that *Ascent* is authorized to draw upon is indicated on a sample cheque marked "VOID" which is to be attached to this page. If your account does not provide cheques, please have your bank complete the information below to ensure the account is coded correctly.
3. I/We undertake to inform *Ascent* immediately, in writing, of any change in the account or other information provided in this authorization. If the account is transferred to another financial institution this authorization becomes null and void on the date of the transfer, and it will be necessary to provide a new authorization to *Ascent*.
4. This authorization may be cancelled at any time upon 30 days written notice to *Ascent*.
5. I/We acknowledge that delivery of this authorization to *Ascent* constitutes delivery by me/us to the above financial institution.
6. I/We warrant that all persons whose signatures are required to sign on the account have signed this agreement below.

PROPERTY OWNER(S): _____

ADDRESS: _____

HOME PHONE: _____ BUSINESS PHONE: _____

FINANCIAL INSTITUTION (3 DIGIT NUMBER) _____

BRANCH # (5 DIGITS) _____ BANK ACCOUNT # _____

PLEASE NOTE THAT THIS FORM **MUST** BE RECEIVED BY US NO LATER THAN THE 18TH DAY OF THE MONTH PRIOR TO THE MONTH THE PAP IS TO COMMENCE. (i.e. to be on the Pre-Authorized Payment Plan for the month of June, the forms must be in our office prior to the 18th of May. Forms received after the 18th of the current month (i.e. May) will be processed but your first payment will not come out your account until July 1st). As this system is set up in conjunction with the bank, and processing time is required, **THERE ARE NO EXCEPTIONS TO THE ABOVE PROCEDURE.**