

# Recreation & Facility Services

## Automatic Payment Plan Application

To sign up for automatic payments for Recreation & Facility Services, please fill in this form and present to a Customer Service Representative at the Canada Games Centre.

	PAD Form Attached for Bank <input type="checkbox"/>
Customer Name/ Payee	- Or -
Mailing Address (Number, Street, Apartment/Unit)	Credit Card Number
	/
City Province Postal Code	Visa / MC select one
Daytime Telephone Number	E-mail

*Please Note: MBNA and Canadian Tire Options M/C will charge customers \$7.50/transaction.*

I/We, the undersigned, authorize the City of Whitehorse and my/our above noted Pre Authorized Debit or Credit Card to debit my/our account indicated as below to cover payment to the City of Whitehorse Recreation & Facility Services under the terms and conditions set out on this form. I/We acknowledge that this constitutes delivery by me/us to the noted Financial Institution.

<input type="checkbox"/> Automatic Membership	_____
	Service Purchased (description of membership or program name)
<input type="checkbox"/> Scheduled Payment Plan	_____
	Client(s) Registered for Service (name of any/all clients covered)

### Terms and Conditions

1. I/We will notify the City of Whitehorse of any changes to my/our Account Address and/or Credit Card or Bank Account information. Changes to credit card or bank account or clients registered must be received from cardholder 3 business days prior to scheduled payment or penalties/ finance charges are applicable in accordance with the Fees and Charges Bylaw.
2. Membership and admission rates are charged in accordance with the Fees & Charges Bylaw and subject to change. Fees will automatically be adjusted for the clients registered for service.
3. Either the customer or the City of Whitehorse can terminate the automatic payment plan upon written notification, at any time. Written notification must be presented to Canada Games Centre Customer Service. Upon termination, payment for recreation services will be made to the City of Whitehorse using one of the other available methods. Withdrawals are subject to a \$25 Administration fee.
  - a. Canada Games Centre Memberships are non-transferable. The \$25 Administration fee is waived for members who have been active for more than 12 consecutive months.
  - b. Clients can be transferred between registered programs without administration fees if completed prior to the registration deadline.
4. Any payments returned as Non-Sufficient Funds (NSF) or declined credit card transactions are subject to an additional fee of \$45.00. Recreation accounts will be frozen until the balance can be brought back into good standing with the City of Whitehorse.

Signature of Customer(s)

\_\_\_\_\_

\_\_\_\_\_

**For Office Use:**

CSR: \_\_\_\_\_  
Name of staff

Date Received: \_\_\_\_\_  
DD / MMM / YY

Preferred Passes: \_\_\_\_\_  
Check when setup