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## Tenant Direct Debit Authorization Form

Tenant Legal Name: \_\_\_\_\_

PO Box / Street Number: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Position: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

***If you like to receive a receipt, please fill in the information below:***

A/R Contact Name: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### **Financial Institution Information**

A **VOID CHEQUE** or **LETTER OF CONFIRMATION** from your financial institution **must be included** with this form.

Financial Institution Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Institution Number (3-4 Digits) \_\_\_\_\_ Branch Number (5 Digits) \_\_\_\_\_

Account Number (up to 12 Digits) \_\_\_\_\_

**Please note that it is the responsibility of the vendor to advise Rugged Homes of any changes to the information above.**

\_\_\_\_\_  
Authorized Name – Printed

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Submit this form and along with your void cheque or confirmation letter to:

**wmillo@telus.net**

By providing the aforementioned information, you hereby consent to Rugged Homes collection, utilization, retention, and disclosure of said information for the purpose of facilitating direct withdrawals from your bank account. You further authorize the disclosure of such details to your bank for the stated purpose. Rugged Homes retains the right to preserve this information for the duration necessary to fulfill these objectives.