

## Explanation of Eagles Wings Children's Village Sponsorship Forms

Thank you so much for supporting Eagles Wings Children's Village!

### **Preauthorized Automatic Debit from a Credit Card**

If you wish to have your monthly donation withdrawn from **VISA** or **MasterCard**, please:

- complete the form entitled "Preauthorized Automatic Debit from a Credit Card";
- mail the "**Preauthorized Automatic Debit from a Credit Card**" form to

Eagles Wings Children's Village  
300 - 404 Desalaberry Ave.  
Winnipeg, MB  
R2L 2G3

### **Preauthorized Automatic Debit from a Bank Account**

If you wish to have a monthly donation withdrawn from a **bank account**, please:

- complete the form entitled "Payor's PAD Agreement";  
(Please see instructions below.)
- write VOID across a cheque for the bank account from which you want the money to be withdrawn each month;
- mail the **Payor's PAD Agreement** and the **VOID cheque** to

Eagles Wings Children's Village  
300 - 404 Desalaberry Ave.  
Winnipeg, MB  
R2L 2G3

### **Instructions for Completing the Payor's PAD Agreement Form**

1. Check the New box.
2. Complete *only* the following sections:
  - "Account Holder(s) Name(s) and Address(es)" (your name, address, etc.)
  - "Payor Account" (institution, branch I.D., and account numbers  
as shown at the bottom of your cheque)
  - "Amount of Payment- Fixed" (the amount you wish debited each month)
  - "Dates - Monthly beginning" (the *first* of the month in which you wish debits to begin)
  - "Payor Financial Institution – Name and Address" (name and address of your bank);
  - "Authorization" – Payor Signature and Date" (your signature and the day's date).

*Official receipts will be mailed out at the end of each calendar year.*



## Eagles Wings Children's Village

[www.eagleswingschildrensvillage.com](http://www.eagleswingschildrensvillage.com)

### Preauthorized Automatic Debit from a Credit Card

Thank you so much for supporting Eagles Wings Children's Village!

**Please check all the appropriate boxes and write the required information on the lines.**

I wish to support Eagles Wings Children's Village:

by sponsoring a child: \_\_\_\_\_;

by sponsoring a staff member: \_\_\_\_\_.

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

(street number and name)

\_\_\_\_\_

(city, province/state, country)

\_\_\_\_\_

(postal code)

**Telephone Number:** \_\_\_\_\_ **E-mail Address:** \_\_\_\_\_

**Amount To Be Withdrawn on the 1<sup>st</sup> of each month:** \_\_\_\_\_

I authorize Eagles Wings Children's Village to automatically debit, each month,

my Visa account, **or**

my MasterCard account,

the amount shown above, until Eagles Wings Children's Village receives written notice to stop.

**My  Visa  MasterCard number is** \_\_\_\_\_ / \_\_\_\_\_  
(Card #) (Expiry Date)

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

Please mail this completed **form** to

**Eagles Wings Children's Village  
300 - 404 Desalaberry Ave.  
Winnipeg, MB  
R2L 2G3**

*Official receipts will be mailed out at the end of each calendar year.*



NEW  CHANGE  CANCEL

**Payor's PAD Agreement**

**INSTRUCTIONS**

1. The Payee must retain this agreement for at least 12 months after the last Pre-Authorized Debit (PAD) is issued.
2. The Payee can obtain the transaction type code from the CPA's website: [http://www.cdnpay.ca/rules/pdfs\\_rules/standard\\_005.pdf](http://www.cdnpay.ca/rules/pdfs_rules/standard_005.pdf). Go to Section E, Appendix 2, Transaction Types.
3. The Payee will insert the number of days required to cancel a payment in the "Cancel Payment" Section (cannot exceed 30 days).

**PAYOR/PAYEE INFORMATION (MANDATORY)**

Account Holder(s) Name(s) and Address(es) (the "Payor")

NAME \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_ PROVINCE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_  
 PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

Payee Name and Address (the "Payee")  same as Payor

NAME Eagles Wings Children's Village  
 ADDRESS 308-404 Desolaberry Ave.  
 CITY Winnipeg PROVINCE Manitoba POSTAL CODE R2L 2G3  
 PHONE 204-254-5309 EMAIL pmbates@shaw.ca

**PAYMENT DETAILS**  Specimen cheque, marked "VOID" attached.

|  |   |   |  |             |             |
|--|---|---|--|-------------|-------------|
| DESCRIPTION OF PAD (optional)  | CPA TRANSACTION TYPE  | PAYMENT TYPE (choose one only)<br><input type="checkbox"/> Personal PAD<br><input type="checkbox"/> Business PAD<br><input type="checkbox"/> Funds Transfer PAD | PAYOR ACCOUNT (the Payor's account at the Processing Institution; the "Account") |             |             |
|  |   |   | Institution  | Branch I.D. | Account No. |
| AMOUNT OF PAYMENT<br><input checked="" type="checkbox"/> Fixed<br>\$ _____<br><input type="checkbox"/> Variable:<br>Maximum Amount<br>\$ _____ | DATES<br><input type="checkbox"/> Weekly beginning _____<br><input type="checkbox"/> Bi-weekly beginning _____<br><input checked="" type="checkbox"/> Monthly beginning _____<br><input type="checkbox"/> Other (specify intervals, set dates, or specific act, event, or other criteria that triggers PAD)<br>_____<br><input type="checkbox"/> Sporadic |   | PAYOR FINANCIAL INSTITUTION - NAME AND ADDRESS (the "Processing Institution")    |             |             |
|  |   |   | PAYEE ACCOUNT (Payee's account for credit - complete if known.)                  |             |             |

**AUTHORIZATION**

I/We acknowledge that this Authorization is provided for the benefit of the "Payee" and "Processing Institution" and is provided in consideration of Processing Institution agreeing to process debits ("PADs") against the Account with Processing Institution in accordance with the Rules of the Canadian Payments Association (the "CPA Rules").

By signing this Authorization, the Payor acknowledges having received and having read a copy of this Agreement, including the terms and

conditions on page 2, acknowledges understanding the terms and conditions of this Agreement, and agrees to be bound by the terms and conditions of this Agreement, including the terms and conditions on page 2.

I/We warrant and guarantee that the person(s) whose signature(s) are required to sign on the Account have signed the Authorization.

Payor Signature \_\_\_\_\_ Date \_\_\_\_\_

Payor Signature \_\_\_\_\_ Date \_\_\_\_\_

Note: If only one signature is required for the Account, then only one Payor need sign. However, if two or more signatures are required, then both or all Payors must sign.

**WAIVER OF PRE-NOTIFICATION (DOES NOT APPLY TO SPORADIC PADS)**

I/We waive any and all requirements for pre-notification of debiting, including, without limitation, pre-notification of any changes in the amount of the PAD due to a change in any applicable tax rate, top-up, or adjustment.

Payor Signature \_\_\_\_\_  Payor Signature \_\_\_\_\_

**CANCEL PAYMENT** ( \_\_\_\_\_ DAYS NOTICE IS REQUIRED BEFORE THE NEXT PAD WILL BE ISSUED. CANNOT EXCEED 30 DAYS)

The Payor hereby cancels this Payor's PAD Agreement effective: \_\_\_\_\_

Payor Signature \_\_\_\_\_ Date \_\_\_\_\_

Payor Signature \_\_\_\_\_ Date \_\_\_\_\_

## TERMS AND CONDITIONS

1. I/We hereby authorize the Payee, in accordance with the terms of my/our account agreement with the Processing Institution, to debit or cause to be debited the Account for the purposes indicated in the "Payment Type" section on page 1 of this agreement.
2. Particulars of the Account that the Payee is authorized to debit are indicated in the "Payment Details" section on page 1 of this agreement. A specimen cheque, if available for the Account, has been marked "VOID" and attached to this agreement.
3. I/We undertake to inform the Payee, in writing, of any change in the Account information provided in this agreement prior to the next due date of the PAD.
4. This agreement is continuing but may be cancelled at any time upon notice being provided by me/us, either in writing or orally, with proper authorization to verify my/our identity within the specified number of days before the next PAD is to be issued as noted on Cancel Payment section, Page 1. I/we acknowledge that I/we can obtain a sample cancellation form or further information on my/our right to cancel this agreement from the Processing Institution or by visiting [www.cdnpay.ca](http://www.cdnpay.ca).

I/we acknowledge that if I/we wish to cancel this agreement or if I/we have any questions or need further information with respect to a PAD, I/we can contact the Payee at the telephone number or address set out in this agreement.

5. Revocation of this agreement does not terminate any contract for goods or services that exists between me/us and the Payee. This agreement applies only to the method of payment and does not otherwise have any bearing on the contract for goods or services exchanged.
6. I/We acknowledge that provision and delivery of this agreement to the Payee constitutes delivery by me/us to the Processing Institution. Any delivery of this agreement to the Payee constitutes delivery by the Payor.
7. If this agreement is for fixed or variable amount business, personal, or funds transfer PADs recurring at set intervals, unless I/we have waived any and all requirements for pre-notification of debiting in the "Waiver of Pre-Notification" section on page 1 of this agreement, or unless the change in the amount of any such PAD will occur as a result of my/our direct action (such as, but not limited to, telephone instructions or other remote measures), I/we acknowledge that I/we will receive:
  - a) with respect to fixed amount business or personal PADs, written notice from the Payee of the amount to be debited and the due date(s) of debiting, at least 10 calendar days before the due date of the first PAD, and such notice will be received every time there is a change in the amount or the payment date(s); or
  - b) with respect to variable amount business or personal PADs, written notice from the Payee of the amount to be debited and the due date(s) of debiting, at least 10 calendar days before the due date of every PAD; or
  - c) with respect to business, personal, or funds transfer PADs, at least 10 calendar days' written notice from the Payee of any change in the amount of the PAD which results from a change in any applicable tax rate, a top-up, or other adjustment. No pre-notification will be given if the amount of the PAD decreases as a result of a reduction in municipal, provincial, or federal tax.

Pre-notification may be given in writing or in any form of representing or reproducing words in visible form, which, if I/we have provided an email address to the Payee, includes an electronic document. The

- amount of pre-notification provided will change when there is a change in the pre-notification requirements contained in the CPA Rules.
8. If this agreement provides for PADs with sporadic frequency, I/we understand that the Payee is required to obtain an authorization from me/us for each and every PAD prior to the PAD being exchanged and cleared. I/we agree that a password or security code or other signature equivalent will be issued and will constitute valid authorization for the Processing Institution to debit the Account.
  9. I/We acknowledge that the Processing Institution is not required to verify that a PAD has been issued in accordance with the particulars of this agreement, including, but not limited to, the amount.
  10. I/We acknowledge that the Processing Institution is not required to verify that any purpose of payment for which the PAD was issued has been fulfilled by the Payee as a condition to honouring a PAD issued or caused to be issued by the Payee on the Account.
  11. I/We acknowledge that, if this agreement is for personal or business PADs or for funds transfer PADs that have recourse through the clearing system, a PAD may be disputed under the following conditions:
    - a) the PAD was not drawn in accordance with this agreement;
    - b) this agreement was revoked; or
    - c) pre-notification was required and was not received.

I/We further acknowledge that in order to be reimbursed, a declaration to the effect that either a), b), or c) took place must be completed and presented to the branch of the Processing Institution holding the Account on or before the 90th calendar day in the case of a personal PAD or a funds transfer PAD that has recourse through the clearing system or, in the case of a business PAD, on or before the 10th business day, in each case after the date on which the PAD in dispute was posted to the Account.

12. I/We acknowledge that any claim made after the periods set out above must be resolved solely between me/us and the Payee and there is no entitlement to reimbursement from the Processing Institution.
13. I/We acknowledge and agree that if this agreement is for funds transfer PADs and the Payee does not provide recourse through the clearing system, then no recourse will be provided through the clearing system (that is, I/we will not receive automatic reimbursement in the event of a dispute) and I/we must seek reimbursement or recourse from the Payee in the event a PAD is erroneously charged to the Account.
14. Unless this agreement is for a funds transfer PAD that does not have recourse through the clearing system, I/we acknowledge that I/we have certain recourse rights if any debit does not comply with this agreement. For example, I/we 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/our recourse rights I/we can contact my/our financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca).
15. I/We acknowledge that I/we understand that I/we am/are participating in a PAD plan established by the Payee and I/we accept participation in the PAD plan upon the terms and conditions set out herein.
16. I/We consent to the disclosure of any personal information that may be contained in this agreement to the financial institution that holds the account of the Payee to be credited with the PAD to the extent that such disclosure of personal information is directly related to and necessary for the proper application of Rule H1 of the Rules of the Canadian Payments Association.