

Pre-Authorized Debit (PAD) Cancellation Notice



To: A Rocha Canada

Date: : _____

I/We, _____, hereby cancel my/our PAD authorization
(Name)

to withdraw monthly debits for donations to A Rocha Canada in the amount of \$ _____

against my/our account number _____, effective date _____
(3 digit bank code / transit / account #) (mm/dd/yyyy)

I/We acknowledge a 30-day notification is required to cancel my/our PAD, and that this cancellation does not terminate any other contractual obligation that I/we may have with A Rocha Canada

Signed: _____
Donor (Payor) Valid Signing Authority Second Signature (only if required)

Where the Payor's Bank Account agreement requires the signature of two or more signing authorities, the signatures of all such persons are also required for the purposes of the Cancellation Notice.

Note: Subject to the terms of the PAD Agreement with the Payor and A Rocha Canada, a Payor may cancel a PAD agreement at any time, by using this Cancellation Notice or other notice in writing, which must be provided to A Rocha Canada by way of email to: donor.services@arocha.ca; or mail/registered mail/prepaid courier to: A Rocha Canada, Donor Services, 1620 192nd St, Surrey, BC V3Z 9V2. Pre-notification can also be made by phone, but written notice of cancellation is still required to officially effect this change. Thank you.

Processing Error Procedure

We make every attempt to ensure your donations are processed correctly. Please contact A Rocha Canada (ARC) immediately if any withdrawal from your account is not in accordance with your instructions and/or your written agreement (e.g. different amount or date), or was processed after you have cancelled your authorization. We will ensure any unauthorized transaction is reversed and the funds returned to you.

We kindly ask: should you receive a donation receipt for any gift that was processed in error and the funds subsequently restored to you, that you please return any tax deductible receipt(s) for the cancelled donation(s) to ARC. ARC is required by Canada Revenue Agency to retrieve from the donor the original receipt for any cancelled donation.

Please note that you have 90 days from the date of withdrawal to report any unresolved problem to your financial institution to seek reimbursement through the banking system.

