

**Personal Pre-Authorized Debit Plan (PAD)
Terms & Conditions**

- 1) In this Agreement, "I", "me" and "my" refers to each Account Holder who signs below.
- 2) I agree to participate in this Pre-Authorized Debit Plan for donation purposes.
 - a) I authorize Concordia Lutheran Seminary to draw a debit from my account at the Financial Institution listed on the reverse of this agreement.
 - b) I authorize the Financial Institution to honour and pay such debits.
 - c) This Agreement and my authorization are provided for the benefit of Concordia Lutheran Seminary and my Financial Institution and are provided in consideration of my Financial Institution agreeing to process debits against my Account in accordance with the Rules of the Canadian Payments Association.
 - d) I agree that any direction I may provide to draw a Personal PAD, and any Personal PAD drawn in accordance with this Agreement, shall be binding on me as if signed by me, and, in the case of paper debits, as if they were cheques signed by me.
- 3) I may revoke or cancel this Agreement at any time upon notice being provided by me in writing to Concordia Lutheran Seminary.
- 4) Concordia Lutheran Seminary shall use best efforts to cancel the PAD in the next processing cycle but shall within not more than 30 days from the notice cease to issue any new PADs.
- 5) I understand that I may obtain a sample cancellation form, or further information on my right to cancel a PAD Agreement, at my financial institution or at www.cdnpay.ca.
- 6) I agree that my Financial Institution is not required to verify that any Personal PAD has been drawn in accordance with this Agreement, including the amount, frequency and fulfillment of any purpose of any Personal PAD.
- 7) I agree that delivery of this Agreement to Concordia Lutheran Seminary constitutes delivery by me to my Financial Institution. I agree that Concordia Lutheran Seminary may deliver this Agreement to Concordia Lutheran Seminary's financial institution and agree to the disclosure of any personal information which may be contained in this Agreement to such financial institution.
- 8) I shall receive written notice from Concordia Lutheran Seminary of the amount to be debited and the due date(s) of debiting, at least ten (10) calendar days before the due date of the first Personal PAD, and such notice shall be received every time there is a change in the amount or payment date(s);
- 9) Where the Personal PAD Plan provides for a change in the amount of such fixed and variable amount PADs as a result of my direct action (such as, but not limited to, a telephone instruction) requesting Concordia Lutheran Seminary to change the amount of a PAD, no pre-notification of such changes is required.
- 10) I certify that all information provided with respect to the Account is accurate and I agree to inform Concordia Lutheran Seminary, in writing, of any change in the Account information provided in this Agreement at least ten (10) business days prior to the next due date of a Personal PAD. In the event of any such change, this Agreement shall continue in respect of any new account to be used for Personal PADs.
- 11) I understand that I have certain recourse/reimbursement rights if any debit does not comply with this agreement. For example, I have the right to receive reimbursement for any debit that is not authorized or is not consistent with this PAD Agreement. I understand that I may obtain more information on my

recourse/reimbursement rights by contacting my financial institution or visit the CPA website at www.cdnpay.ca.

- 12) I warrant and guarantee that all persons whose signatures are required to sign on the Account have signed this Agreement below.
- 13) I understand and agree to the foregoing terms and conditions.
- 14) I agree to comply with the Rules of the Canadian Payments Association or any other rules or regulations which may affect the services described herein, as may be introduced in the future or are currently in effect and I agree to execute any further documentation which may be prescribed from time to time by the Canadian Payments Association in respect of the services described in this document.