



Property Tax and Annual Utilities PRE-AUTHORIZED PRE-PAYMENT PLAN REQUEST FOR CHANGE FORM

Please complete this form and return to:

City of Surrey, Property and Payment Services, 13450 104 Ave, Surrey BC V3T 1V8

Phone: 604-591-4181 Fax 604-591-4488 Email: PropertyTaxesAndUtilities@surrey.ca

The City of Surrey requires two weeks written notice before the next withdrawal date to make any changes or cancellations to the plan.

**** Required Folio
Number:**

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Property Address: _____

I, _____ hereby request to:
(Print full name clearly)

MARK ALL THAT APPLY:

- Cancel Plan**
- Change financial institution information**

*MUST attach a new "Void" cheque **or** a "Direct Withdrawal Request Form" / "Direct Debit Form" completed by your financial institution

- Change Home Owner Grant eligibility**
 - Basic Senior/Additional None

Required: Date of Birth _____

- Change monthly instalment amount**

From: \$ _____ to \$ _____.

Change to be effective the 1st day of _____, 20_____.

I/We hereby authorize the City of Surrey to recalculate the monthly withdrawal amount according to the latest property tax and annual utility charges each year. The new amount to be withdrawn will be provided on the property tax notice. This authorization may be cancelled at any time with two weeks written notice.

Signed: _____ Date: _____

Daytime Phone: _____ Email: _____