

# Authorization Agreement for Pre-authorized Debit (PAD)



## 1. Customer Information

Company name: \_\_\_\_\_

Company address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal code: \_\_\_\_\_

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

Irving Oil Commercial G.P account number(s): \_\_\_\_\_

## 2. Bank Account Information

Deposit account number: \_\_\_\_\_ Branch transit number: \_\_\_\_\_

Financial institution number: \_\_\_\_\_  Chequing  Savings

Pre-notification contact person: \_\_\_\_\_ Fax number: \_\_\_\_\_

Email address: \_\_\_\_\_

Financial institution name: \_\_\_\_\_

Branch address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal code: \_\_\_\_\_

Phone: \_\_\_\_\_ Branch contact person: \_\_\_\_\_

These services are for (check one):  Personal use  Business use

## 3. Pre-Authorized Debit Details

The Customer named above ("CUSTOMER") authorizes Irving Oil Commercial G.P. ("IRVING") to originate debit (PAD) or credit entries (EFT) to its account designated above and authorizes the financial institution named above ("BANK") to accept and to debit or credit the amount of such entries from or to the CUSTOMER'S account. Debit entries will be limited to the invoice amount(s) on their respective due dates as stated on your invoice for products and/or services ordered by CUSTOMER or its representatives from IRVING, pursuant to any agreements between CUSTOMER and IRVING. IRVING will provide notice of the amount of each PAD transaction 2 days before each debit to your account.

This Agreement and transactions originated under it shall be governed by applicable clearinghouse operating rules in effect from time to time. Terms and conditions governing transfers originated under this Agreement may be amended from time to time by written agreement of IRVING and the CUSTOMER. This Agreement remains in full force and effect until IRVING receive 30 days prior written notification of termination from CUSTOMER and in no event will the termination be effective with respect to debit entries originated prior to IRVING'S receipt of notice of termination and until payment for all products and services delivered prior to IRVING'S receipt of the notice of termination has been received. To obtain a sample cancellation form, or for more information on your right to cancel a PAD Agreement, contact your financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca). IRVING reserves the right to terminate this Agreement at any time by written notice to the CUSTOMER. In the event any debit entry is returned to IRVING uncollected, the amount of the entry will be immediately due and payable along with any associated finance and bank charges and this Agreement at the option of IRVING may be terminated at once and without notice. Future purchases, if this Agreement is terminated will be on terms and conditions provided in existing agreements between IRVING and the CUSTOMER.

In the event any debit entry originated by IRVING proves to be in error, IRVING'S sole obligation to the CUSTOMER shall be to originate correcting entries upon proof of any such error or errors. You have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any debit that is not authorized or is not consistent with this Agreement. To obtain more information on your recourse rights, contact your financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca).

I, the undersigned, warrant and guarantee that all persons whose signatures are required have signed this agreement below.

Customer name (please print): \_\_\_\_\_

Authorized signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE ATTACH A VOID CHEQUE**

You can send your documents to us by emailing them to [IOCCustomerSupport@irvingoil.com](mailto:IOCCustomerSupport@irvingoil.com) or faxing them to **506.202.2586**.  
If you have any questions, please email us at [IOCCustomerSupport@irvingoil.com](mailto:IOCCustomerSupport@irvingoil.com) or call us at **1.866.865.8800**.