



Property Tax Pre-Authorized Withdrawals (PAWS) Cancellation Request

1. Fill out your current information to identify your PAWS account.

Name(s): Last Name, First Name or Company Name	
Property Address:	
Folio Number:	Phone Number(s) / Email Address:

2. Please provide your reason for cancelling your payments.

- This property has sold and my completion date is _____.
- This property is not yet sold but I plan to sell in the future.
- Other

Pre-payments are not refundable. To avoid losing the full credit owed to you when selling your property, make sure your lawyer or notary has adjusted for the full amount. The Statement of Adjustments for the sale will show this breakdown.

3. Please note this cancellation request will stop all pre-authorized payments on this account which may include both:

- Monthly payments
- Final Due Date payments

Notification must be received at least 10 (ten) business days prior to the requested effective date.

4. Please read, complete and sign the authorization:

I/We request and authorize the City of Maple Ridge to cancel all pre-authorized withdrawals on the account indicated above to take effect before the scheduled withdrawal on _____.
Date

Date (YYYY/MM/DD) Authorized Signature

Date (YYYY/MM/DD) Authorized Signature

For joint accounts, if more than one signature is required on cheques, then more than one signature must be included on the application.

5. Submit the completed form through one of the following methods:

By Mail to: City of Maple Ridge
11995 Haney Place
Maple Ridge BC V2X 6A9
Attn. Property Tax Department

By Fax to: 604-467-7331

By Email to: autodebit@mapleridge.ca