

The CBIA Pre-Authorized Payment Plan makes it quick and easy to pay your insurance premium.

1. Complete and sign the enrollment/authorization form below.
2. Fax or email the completed form and a void cheque to 1.866.792.5276 or customerservice@lawyersfinancial.ca

Void cheque and authorization must be received at least 10 days prior to the date of the pre-authorized debit.

Payment Options:

Monthly (1st of each month)
  Quarterly (1st of Dec/Mar/June/Sept)
  Semi-Annual (1st of Dec/June)
  Annual (1st of December)

**NOTE: Administrative charges apply to payment frequencies other than annual.**

ABC Company  
 123 Any Street  
 Anytown PR A1A 1A1

MEMO \_\_\_\_\_

⑈ 0000 1234 5678 9010 1112 1314 1516 1718 1920 ⑈

Transit number      Institution number      Account number

The Illustration shows the MICR encoding used on standard cheques. The labels help you identify the codes to enter in the following table.

Transit Number:         
 Institution Number:        
 Bank Account Number:

Financial Institution: \_\_\_\_\_

Address: \_\_\_\_\_

**Payment Authorization**

I/We authorize The Canadian Bar Insurance Association / Lawyers Financial to make automatic withdrawals from my/our bank account on or about the first business day of the month for insurance premiums due in accordance with the terms and conditions agreed to by me/us with the CBIA/ Lawyers Financial until such time as written notice to the contrary is given. If the premium changes, CBIA/Lawyers Financial is authorized to amend the amount of the pre-authorized withdrawals as required to administer my/our insurance contract. **I/We waive the right to receive further notice of the amount and date of each automatic withdrawal from my/our account.** If the financial institution does not honour an automatic withdrawal the first time it is presented for payment, CBIA/Lawyers Financial may attempt to withdraw that payment again within 30 days. CBIA/Lawyers Financial reserves the right to change the method of payment at anytime. All one time or automatic withdrawals from my/our bank account will be treated as personal withdrawals as defined by the Canadian Payments Association in Rule H-1. I/We will notify CBIA/Lawyers Financial in writing of any changes in the account information or termination of this authorization 10 days prior to the next withdrawal date. I/We understand that cancelling the PAC agreement may result in loss of insurance coverage unless CBIA/Lawyers Financial receives another form of payment. Any refund of premium paid pursuant to this authorization shall be made to the policy owner.

If you have any questions about withdrawals from your bank account, contact the CBIA/Lawyers Financial at 1.800.267.2242, customerservice@lawyersfinancial.ca, or write to Customer Service at the Canadian Bar Insurance Association/Lawyers Financial, 5 Park Home Avenue, Suite #500, Toronto, Ontario, M2N 6L4.

You have certain recourse rights if any withdrawal does not comply with this agreement. For example, you have the right to receive reimbursement for any PAC withdrawal that is not authorized or is inconsistent with this PAC agreement. To obtain a form for a Reimbursement Claim, or for more information on your recourse rights, contact your financial institution or visit [www.payments.ca](http://www.payments.ca)

I/We warrant that all persons whose signature(s) are required to sign on this account have signed the agreement.

Name of Insured: \_\_\_\_\_ CBIA Account No: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Account Holder: \_\_\_\_\_ 2nd Account Holder (if required): \_\_\_\_\_

Please Print

Signature of Account Holder: \_\_\_\_\_ 2nd Signature (if required): \_\_\_\_\_

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

DD/MM/YYYY