



## Weesoe Community Communication Technologies (WCCT)

120 Deep River Road, PO Box 1972

Deep River, Ontario K0J 1P0

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### **WCCT Bill Payment Options**

#### **1. Pre-Authorized Payment (PAD) – [Click to Download PAD Form](#)**

WCCT customers can use pre-authorized payment (PAD) from any Canadian banking institution to pay their monthly WCCT bill.

To use pre-authorized payment, WCCT customers must complete and return the downloadable PAD form with a cheque marked “void” to WCCT PAD, c/o Chris Carroll, CPA, Box 428, Deep River, ON K0J 1P0 or drop it off at Chris Carroll’s office located at 7 Alder Crescent, Deep River. If you do not use cheques, you may download a form from your own bank profile with the required information.

To fill out the PAD form financial information, you will need your branch number, institution number and account number. These can be found at the bottom of one of your cheques (or on the downloadable form). The branch is a 5-digit number, the institution is a 3-digit number, and the account number is the last set of up to 12-digits following the institution number.

In completing the pre-authorized debit (PAD) payment form, WCCT would prefer that:

For “payment”, please choose “*variable*” and set a maximum of \$200. This will allow you to change your services or WCCT to include other charges in your bill, such as the purchase of a router or higher speed wireless service without having to revise the PAD.

For “*occurring at*”, please select “*set intervals*” and specify “*monthly*” on the 15<sup>th</sup> of each month.

For “*top-ups*”, please choose “*yes*”. This will allow WCCT to modify the bill up to \$200 for any changes in services that you request without having to revise the PAD.

#### **Other Payment Options**

In addition to the PAD option, in order of preference, the following payment options are available.

**2. On-Line Payment** – This is available to WCCT subscribers who bank at BMO, CIBC, TD, Scotiabank, Tangerine (a Scotiabank affiliate), or at most Canadian Credit Unions. To do this, add “Weesoe Community Communication Technologies” to your list of payees and associate your WCCT customer account number (e.g. Rxxxx, found on your invoice) with it. You can then pay your WCCT monthly bill online. *The PAD and this option are the preferred payment options as they take fewer volunteer hours to process.*

**3. Personal Cheque** – You can write a cheque payable to WCCT. Please note on it your invoice number and WCCT Customer Account # (Rxxxx); both are indicated on your monthly invoice. Cheques can be mailed to WCCT, PO Box 1972, Deep River, ON K0J 1P0, or dropped off at the North Renfrew Times office at 21 Champlain Street, Deep River anytime.