

June 9, 2016

Re: Account #:
Premise Address:

Thank you for enquiring about ***EnWin Utilities Pre-Authorized Payment Plan***.

- ✓ No more cheque writing!
- ✓ No need for stamps!
- ✓ No late or missed payments during extended absences!
- ✓ No charge to enrol! (Check with your financial institution to see whether there are any associated service charges.)

Here's how it works!

When you are a member of the Pre-Authorized Payment Plan (PAP), your monthly billing statements will indicate the date on which your PAP withdrawal is to occur. The amount due portion of your bill will reflect the dollar amount that will be withdrawn from your account.

On the due date of your bill, your Financial Institution will then automatically transfer the amount owing to *EnWin Utilities* and your bill is paid.

To enrol in the Pre-Authorized Payment Plan (PAP), just fill out the attached PAP Application and return it along with a VOID cheque. You can send us this information by mail, fax, or e-mail.

Please note: The processing of new applications typically takes thirty (30) business days. If you have a current bill in hand, please pay it as you normally would and your following bill will be on the PAP plan.

Mail: ***EnWin Utilities***
Attention: CUSTOMER SERVICE
PO Box 1625 Stn A
787 Ouellette Ave
Windsor Ont.
N9A 5T7

Fax: (519) 255-7423

E-Mail: info@enwin.com

If you have any further questions please contact our Customer Service Centre, by phone, at (519) 255-2727 Monday through Friday, 8am-5pm, and speak to one of our Customer Service representatives.

Sincerely,

EnWin Utilities Customer Service Centre

