



Ministry Services Division / Finance & Administration
 14th Floor, 9945 – 108th Street, NPP
 Edmonton, Alberta T5K 2G6
 Canada
 Telephone: 780-427-3600
www.alberta.ca

Client [Click here to enter text.](#)
 Client Address [Click here to enter text.](#)

Dear Sir:

Kindly indicate by your signature on this Monthly Statement Agreement that you accept the following statements as being contractually binding upon the Client and the Department of Forestry and Parks:

GENERAL

1. That this Agreement shall apply in respect of the payment of Charges contained in all Monthly Statements and Supplementary Statements sent by the Crown to the Client in the month of [Click here to enter a date.](#) and in all subsequent months.
2. That the Terms and Conditions contained in Schedule “A” of this Agreement form part of this Agreement and bind the Crown and the Client as fully and effectively as if they were set forth in the body of this Agreement.
3. That the Client selects the following method(s) of payment:

Surface: **Cheque** **Auto Debit**

4. That, having reviewed and considered the options for receipt of Monthly Statements set forth in section 3 of the Terms and Conditions to this Agreement, the Client, by checking the appropriate box below, chooses the following mode of receipt:

Two Surface Monthly Statements: Manual Charges and Annual Rental Charges
 First Time Surface Charges

CHEQUE PAYMENT OPTION SELECTED **NOT APPLICABLE**

5. That if the Client elects under section 3 of this Agreement to pay the Charges by cheque,
- (a) the Crown must receive a cheque on or before the Deemed Due Date in respect of the amount of those Charges contained in each Monthly Statement or in the supplementary thereto referred to in section 8 of Schedule A, together with the remittance form from each such Statement, and
 - (b) the authorization in sections 6 thru 11 below, shall not apply to this Agreement.

AUTO DEBIT PAYMENT OPTION SELECTED **NOT APPLICABLE**

6. That if the Client elects under section 3 of this Agreement to pay the Charges as described in the Terms and conditions in Schedule A by auto debit then this document constitutes and can be used as authority for the Crown as represented by the Department of Energy and Minerals to electronically debit the Subject Bank Account in the name of the Client on the understanding that each such debit will be used only to facilitate payment by the Client of, and will be limited to the amount of, the Charges in the Monthly Statements and Supplementary Statements as described in the Terms and Conditions in Schedule A of this Agreement.
7. That in this document Subject Bank Account means the account the details of which are described and set forth in section 11 of this Agreement.
8. That each such debit will be treated by the Crown and the Client and will have the same effect and consequence at law as if the Client had issued a cheque instructing the bank to pay the amount of the debit to the Crown.
9. That only authorized representatives of the Minister of Energy and Minerals may initiate such electronic debits, and that the Client will be entitled to recover from the Crown debits made by Crown employees that have been established to the satisfaction of the Minister or determined by judgment of a court of competent jurisdiction not to have been authorized by this Agreement.
10. That if there are any changes to the banking information contained in this Agreement, or if the Client wishes to cancel or change the authorization in section 6 of this Agreement, the Client shall so notify the Crown in writing at the address set forth above.
11. That insofar as the Auto Debit payment mechanism is selected hereunder, then for the purpose of this part of the Document the Subject Bank Account is

Account Name: [Click here to enter text.](#)

Account No. [Click here to enter text.](#)

Bank: [Click here to enter text.](#)

Bank Transit No.: [Click here to enter text.](#)

(Please attach void cheque)

12. The Crown or Client may cancel the Monthly Statement Agreement by notifying the other party in writing, giving 60 days notice.
13. Changes to the elections in sections 3 & 4 of this Agreement must be submitted to the Crown in writing 10 days prior to the next Monthly Statement being produced.

Company Name: [Click here to enter text.](#)

Company Seal:

Signed this _____ day of _____, 20____

Per: _____
Name & Title

Per: _____
Name & Title

Acknowledged by: _____
Alberta Energy and Minerals