



**Email Transfer Service Enrollment Form – PPM Tenant**

***Note: Do not initiate an e-Transfer until Pace Realty has completed and returned a copy of this enrollment form to you with all information verified.***

Please complete and **return** this form to **Pace Realty Corporation** at:  
1330 Fifth Avenue, Prince George, BC V2L 3L4 **OR** Email to: [accounting@pacerealty.ca](mailto:accounting@pacerealty.ca)

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Unless otherwise directed, Pace Realty will apply all monies received in the following order:

- 1) Rent 2) Utilities 3) Late Fees 4) NSF Charges 5) Prepayment to Rent
- \_\_\_\_\_ Please initial here to acknowledge payment application agreement.

If you would like to prepay rent, please confirm with [accounting@pacerealty.ca](mailto:accounting@pacerealty.ca) before doing so.

**Transfer Information (To be completed by Pace Realty Accounting Department)**

Send to address: \_\_\_\_\_

Security Answer (Pace to supply): \_\_\_\_\_

**If your bank requires a Security Question, please see below:**

**Security Question:**

When sending Pace Realty an e-Transfer you can choose whatever security question(s) you would like. Please ensure that the **answer** to the question(s) are *always* the security answer written above. Please keep the answer exactly the same, using capital letters where used above.

**Terms and Conditions:** Pace Realty Corporation reserves the right to revoke or refuse the use of e-Transfers at anytime. All costs associated with the use of e-Transfers are bared by the sender. Pace Realty will not be held liable for any errors either by the sender or the bank. These errors may include but are not limited to sending money to the wrong email address, acceptance by anyone other then an approved Pace Realty representative. For further information on what an e-Transfer is, your rights, and responsibilities please visit: <https://interac.ca/en/interac-e-transfer-consumer.html>

**I/We have read and understood the terms of this authorization.**

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_

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

**Pace Realty Corporation Authorization (To be filled out by authorized Pace Realty representative)**

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

Department: \_\_\_\_\_