

# Pre-Authorized Debit (PAD) Agreement



**LIQUOR  
DISTRIBUTION  
BRANCH**

## Overview

You, by your signature below, authorize Her Majesty the Queen in Right of the Province of British Columbia, as represented by the General Manager of the Liquor Distribution Branch ("LDB") to transfer from time to time monies received by you in accordance with your agreement with the LDB relating to the direct sales and delivery of British Columbia manufactured product, as amended from time to time ("Direct Sales Agreement"). Accordingly, you authorize the financial institution designated below to debit the account designated below. You agree to a reduction of the standard ten (10) calendar day pre-notification period and that the LDB will provide you with pre-notification of the amount to be debited at least one (1) business day before your account is debited, sent to you at your email address provided below, or such other email address of which you provide the LDB with written notice from time to time. You further agree that any email sent by the LDB to you at such email address will be deemed to have been received by you.

You acknowledge that the LDB may charge a dishonoured payment fee for each returned PAD for any reason such as, but not limited to, "NSF", "stop payment" or "account closed/frozen".

You may revoke your authorization at any time in writing, subject to providing notice of at least ten (10) business days to the LDB. To obtain a sample cancellation form, or for more information on your right to cancel a PAD Agreement, contact your financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca). Please notify the LDB as soon as possible if you need to change the account information contained in this authorization, as it is a requirement under your Direct Sales Agreement that you have in place and maintain a PAD account.

You have certain recourse rights if any debit of your account by the LDB does not comply with this PAD Agreement. For example, you have the right to receive reimbursement for any debit that is not authorized or is not consistent with this PAD Agreement. To obtain more information on your recourse rights, contact your financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca).

You acknowledge that all information provided in this PAD Agreement is business information and no personal information is being provided.

LDB contact information for any questions or notices required under this PAD Agreement is:

**BC Liquor Distribution Branch  
2625 Rupert Street  
Vancouver BC V5M 3T5**

**Attention: Finance – Customer Master  
Phone: (604) 252-3175  
Fax: (604) 252-3179  
Email: [ldbpap@bcldb.com](mailto:ldbpap@bcldb.com)**

## Manufacturer Identification

Manufacturer Licence # (if issued): \_\_\_\_\_ LDB Store # (if issued): \_\_\_\_\_

Manufacturer's Legal Business Name: \_\_\_\_\_ Manufacturer's Establishment Name: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

## Bank Account Information

### Either:

1. attach a void cheque; OR
2. have the following information confirmed by your financial institution:

Transit #:	Financial Institution #:	Account #:
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Financial Institution Name: \_\_\_\_\_

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

\*These services are for business use

## Authorization for Payment

**Manufacturer Signature(s):** (Ensure this agreement is signed by an authorized signatory, or signatories if required)

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_