New Mortgage Account Form

(For New Mortgage Accounts or Properties missing from Mortgage Account Listing)

Name of Financial Institution:

Email Address for completed information:

Contact Name and Phone Number:

List of New Mortgage Accounts that Financial Institution is responsible for Paying
(the following properties were not shown on the Mortgage Report dated May, 2011)
(By completing this form you are indicating that this Financial Institution is now responsible for all future payments, until the Town of Whitby is notified in writing to cancel your interest)

Please Note - Items # 2 thru 5 are to be completed by the Financial Institution at the time of the request for information is made and Item # 1 if known
Items # 1 and 6 thru 8 will be completed by the Town of Whitby and emailed back - please allow one week for processing
Item # 9 is to be completed by the Financial Institution when payment for property tax is submitted to our office for processing.

1	2	3	4	5	6	7	8	9
Roll Number	**Owner's Name**	**Municipal Address**	**Legal Description of Property**	**Financial Institute Mortgage Number**	**Arrears/Credits as of today's date**	**June 15, 2011 Installment**	**Sept 15, 2011 Installment**	**Amount of Payment being submitted**

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