

# Village of Cassville Automatic Payment Authorization

I hereby authorize the Village of Cassville to deduct my utility payments from my deposit account currently held at:

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

Bank Address: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Type of Account:       Checking       Savings

Routing (ABA) #: \_\_\_\_\_ Account #: \_\_\_\_\_

- • **Attach a voided check**      **Would you like your utility bill emailed to you?** \_\_\_\_\_ Yes      \_\_\_\_\_ No  
If yes, your email address: \_\_\_\_\_

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I understand that if there are insufficient funds in the account to meet the required utility payment, the payment may not be paid. I further understand that the Village of Cassville may terminate this payment authorization at any time, with or without cause. Your authorization will remain in effect until you provide written notice of termination to the Village of Cassville no later than 10 days before the withdrawal date.

Resident's Name: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Water Account Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

\_\_\_\_\_  
Resident's Signature

\_\_\_\_\_  
Date

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The Village of Cassville Water & Sewer Department is offering you the opportunity to have your water and sewer bill automatically withdrawn from your bank account. The billing will be the same with due dates being the 20th of the month due. You will be sent a utility bill the same as you are now so you know how much your bill will be. It will state on the statement "Do Not Pay" or "Auto Pay".

If you prefer **not** to use this ACH withdrawal, you would pay your bills as you now do. The ACH will be in effect for your next billing payment, which is January 20, 2019.

Please return the above authorization form to P.O. Box 171, Cassville, WI 53806. If you have any questions, please call Tracy at the Village Office 608-725-5180...option 1.

Please initial what type of direct payment you prefer:

\_\_\_\_\_ **Single Transaction** - Total amount due will be withdrawn on or within 3 business days of due date: January 20, April 20, July 20 & October 20

\_\_\_\_\_ **Fixed Amount** - Monthly Transaction: The same amount will be withdrawn from your account on the 20<sup>th</sup> of each month. Any unpaid balance on due date will need to be paid with check or cash. Amount to withdraw monthly; \$ \_\_\_\_\_