

VALDERS PUBLIC UTILITIES

Direct Payment Form

We are pleased to offer you a new service – the Direct Payment Plan. Now you can have your utility payment deducted automatically from your checking or savings account on the due date. And, you won't have to change your present banking relationship to take advantage of this service.

The Direct Payment Plan will help you in several ways:

- It is easy to sign up for, saves time, fewer checks to write, and is ecofriendly.
- Helps meet your commitment in a convenient & timely manner.
- No lost or misplaced invoices; payments are always paid timely.
- It saves postage and eliminates potential late charges.

Here's how the Direct Payment Plan works:

You authorize the regularly scheduled payment to be made from your checking or savings account. Your payments will be made automatically on the specified due date each quarter. Proof of payment will appear on your bank statement.

The authority you give to charge your account each quarter will remain in effect until you notify us in writing to terminate your authorization or until you are no longer a customer of Valders Public Utility.

The Direct Payment Plan is dependable, flexible, convenient, and easy. To take advantage of this service, complete this authorization section below and return it to the Village Office.

All you need to do is:

1. Check the box to indicate whether your payment will be deducted from your checking or savings account.
2. **Very Legibly:** Fill in the Date, your Name, your Email Address, and Financial Institution information, & Sign. **YOUR BILL WILL BE EMAILED QUARTERLY FROM THIS ADDRESS: no-reply@ebillwi.com**
3. *Attach a voided check for verification of all financial institution information. If you are unable to attach the voided check, please double check that your bank account number and routing number are correct.*
4. If you need assistance with this form, please stop at our office and we will be happy to assist you.

AUTHORIZATION FOR DIRECT PAYMENT

I authorize ***the Village of Valders Public Utility*** to initiate electronic debit entries to my:

- Checking Account Savings Account

for payment of my Valders Public Utility quarterly water and sewer services on the quarterly due date. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. laws. This authority will remain in effect until I have cancelled it in writing.

Date	Name (Please Print)
Email Address Where Your Quarterly Invoice will be Sent for all Future Water/Sewer Services. No invoice will be sent by USPS:	
Financial Institution Name (Please Print)	
Financial Institution City and State (Please Print)	
Account Number at Financial Institution	
Financial Institution Routing/Transit Number (ABA)	
WE SUGGEST YOU KEEP A COPY OF THIS AUTHORIZATION FORM FOR YOUR RECORDS	Signature of Authorized Signer:

Return Completed Form To:

