

## Automatic Water/Sewer Utility Payments

The Convenient Way to Pay is Now Available with no fees!

We will automatically deduct your utility charges each quarter from your checking or savings account through the ACH (Automated Clearing House) System.

### Here's How Automatic Utility Payments Work

When you enroll, you authorize your quarterly payment to be made from your checking or savings account **on your bill's due date**. You will continue to receive a quarterly utility bill that shows your water/sewer consumption and charges. \*You also have the option of a monthly ACH payment (based on your past bills) to be withdrawn on the 20<sup>th</sup> of each month.

"Direct Payment" will print on the portion of the bill directly below the readings.

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### AUTHORIZATION AGREEMENT FOR AUTOMATED WITHDRAWALS

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

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

Water Acct #: \_\_\_\_\_

I (we) hereby authorize the Edgar Water Dept. to initiate debit entries to my (our) checking/savings account from the financial institution named below. This authority is to remain in force until the Edgar Water Dept. has received written notification from me of its termination.

Financial Institution: \_\_\_\_\_ Checking account

\_\_\_\_\_ Savings account

Routing No. \_\_\_\_\_ Account No. \_\_\_\_\_

\*Choose one: Quarterly deduction  (Amount of bill)

Monthly deduction:  Amount: \_\_\_\_\_ effective \_\_\_\_\_

### PLEASE ENCLOSE A VOIDED CHECK

If you are using a savings account, contact your financial institution for the routing number.

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

Send to: ACH Payments, Edgar Water Dept., 224 S Third Avenue, PO Box 67, Edgar, WI 54426

Phone 715-352-2891