

# Village of Gays Mills

## Automatic Payment Authorization

### Authorization for *setup* of Automatic Payment

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

Name of Depository Financial Institution: \_\_\_\_\_

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

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

Type of Account:       Checking       Savings

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

- • ***Attach a voided check if available***

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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. The Village of Gays Mills may charge a fee of \$25.00 for returns due to insufficient funds and a fee of \$10.00 for late charges, when applicable.

I further understand that the Village of Gays Mills may terminate this payment authorization at any time, with or without cause. This authorization will remain in effect until written notice of termination is given to the Village of Gays Mills located at 16381 State Hwy 131 Ste 1 Gays Mills, WI 54631

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

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

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

Utility Account Number: \_\_\_\_\_

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Resident's Signature

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Date

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The Village of Gays Mills Water & Sewer Department is offering you the opportunity to have your water and sewer bills automatically withdrawn from your bank account. The billing will be the same with your withdrawal scheduled for the 20<sup>th</sup> of each month. If the 20<sup>th</sup> falls on a bank holiday or weekend, your payment would be processed the following Monday. You will be sent a statement 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.

Please return the above authorization with your next payment. The ACH will be in effect for your next billing payment.

If you have any questions, please call 608-735-4341 at the Village Office located at 16381 State Hwy 131 Ste 1 Gays Mills, WI 54631.