



Utility Direct Payment

To be used to have automatic utility payments completed.

2828 Allouez Ave., Bellevue, WI 54311 | p. (920) 468-5225

Please complete the following authorization to take advantage of the Direct Payment Plan for customer utility bill payments and have your payment made automatically from your checking or savings account.

The Direct Payment Plan will help you in several ways:

- It saves time - fewer checks to write
- Helps meet your commitment in a convenient and timely manner - *even if you're on vacation or out of town*
- Saves on postage
- No lost or misplaced statements, your payment is always on time - *it helps maintain good credit*
- Easy to sign up, easy to cancel
- No late charges

Your payments would be made automatically on the 20th of each month. You will still continue to receive a copy of your monthly utility bill and proof of payment will appear on your bank statement. Please note that this form and voided check will need to be received by the office prior to the 15th of the month to apply to the current billing period.

If you are a customer currently signed up for the Direct Payment Plan your account will remain on the Plan unless you notify the Village of Bellevue in writing to terminate the authorization.

To take advantage of the Direct Payment Plan, complete the following authorization form and mail it along with a voided check to: **Attn: Accounting/Direct Pay, Village of Bellevue, 2828 Allouez Ave, Bellevue, WI 54311.**

AUTHORIZATION FOR DIRECT PAYMENT

I authorize the Village of Bellevue and the financial institution named below to initiate entries to my checking/savings account. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. Law. This authority will remain in effect until I have cancelled it in writing.

Name of Financial Institution: _____ Branch _____

Name(s) on Utility Account : _____

Service Address/City/Zip: _____

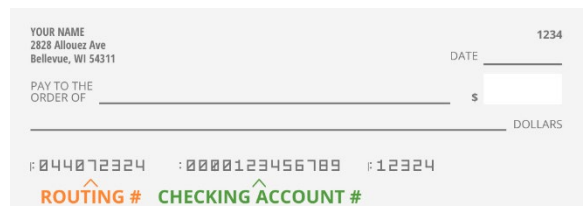
Phone: _____ Utility Account Number: _____

Signature: _____ Date _____

Checking Savings

Routing #: _____

Bank Account #: _____



OFFICE USE: Date Entered: _____ Entered By: _____