

****If you already have ACH set up, you do not need to submit another application**

ADVANTAGES OF SETTING UP AUTOMATIC WITHDRAWAL FOR YOUR WATER UTILITY ACCOUNT

ACH (AUTOMATED CLEARING HOUSE)

Convenience - Never pay late again - your payment will be withdrawn from your Savings or Checking account each month on the due date

Safety - ACH payments are received on the due date, which is often times quicker than a mailed payment. Also, there isn't a chance your payment is lost or stolen en route.

Reduce Stress - If you are a Tenant, you no longer need to worry about your Landlord receiving a Delinquent Notice for your account

Less Worry - No need to worry about a past due balance(s) transferring to Property Taxes

Control - You can cancel the ACH at any time **(must be at least 14 days prior to next due date)**

Savings - With automated payments, you don't need to worry about forgetting to sign the check, or writing the incorrect amount.

Free - Signing up for ACH withdrawals is a free service

NOTE: You will continue to receive a utility bill each month so you are aware of the balance due

ACH Application is on other side of this form