VILLAGE OF BELLEVUE
A GREAT PLACE TO GROW

UTILITY DIRECT PAYMENT
To be used to have automatic utility payments completed
2828 Allouez Avenue, Bellevue, WI 54311 (920)468-5225 FAX (920)468-4196

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.
- No lost or misplaced statements, your payment is always on time – it helps maintain good credit.
- It saves postage.
- It's easy to sign up for, 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.

Please take advantage of the Direct Payment Plan and complete the following authorization form along with a voided check and return it to the address listed above.

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)

_____
Service Address

_____
Phone Number

_____
Utility Account Number

_____
Signature

_____
Date

☐ Checking ☐ Savings   Bank Account # _____ Routing # _____
(between these symbols I: I: on the bottom left of your check)

OFFICE USE ONLY   Date Entered: _____   Entered By: _____