

Montgomery Water Department

PO Box 422

Montgomery Center, VT. 05471

(802) 326-4719

ACH Authorization Agreement

Property Owner: _____ Phone: (D) _____ (E) _____

Mailing Address: _____ Email Address: _____

City/State/Zip: _____ Water Account Number: _____

Physical Address of Property: _____

This form MUST be returned to our office three weeks prior to the due date / withdrawal date.

NOTE: Your account MUST be current to enroll in this service.

I am requesting that my account be satisfied via direct debit on these due dates:

January 30th, April 30th, July 30th, and October 30th

I hereby authorize the Montgomery Water Department to initiate ACH debits from my account below for the full amount due on the dates stated above. If the date falls on a holiday or weekend, the transaction will occur on the next business day. If the funds are not available in the account on the day of the transaction, a \$25 return check fee will be assessed. The Montgomery Water Department reserves the right to revoke this service from my account in the event that payments are not processed due to insufficient funds AND will require a substitute payment in the form of cash, bank check or money order to maintain services.

This written authorization shall remain in effect until a written notice is received from me to terminate this agreement or the Montgomery Water Commission terminates the agreement. I assume full responsibility to contact the Montgomery Water Department in the event that I sell or transfer my property or if I change my banking information.

Attach a voided check with bank routing and account numbers

IN THIS SPACE

to facilitate this request.

(Deposit slips are NOT acceptable)

Bank / Credit Union Name: _____ **Routing Number:** _____

Account Number: _____ **Type (circle one):** Checking / Savings

Bank / Credit Union Address: _____
City State Zip Code

Signed: _____ **Date:** _____

~~~ Do not write below this line. Office Use Only ~~~

**Received By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Entered:** \_\_\_\_\_