

# AUTOMATIC CLEARING HOUSE (ACH) AUTHORIZATION AGREEMENT

I hereby authorize and request the Village of Cleveland to receive payments of amounts owed by me for Village water and sewer charges by initiating on the due date debit entries to my account at the Banking Institution indicated below.

I hereby authorize and request the Banking Institution indicated below to accept debit entries initiated by the Village of Cleveland and to debit the same to my account without liability for the correctness of the entries.

## Account Information

Utility Acct Number: \_\_\_\_\_

Customer Name: \_\_\_\_\_

## Service Address

Street: \_\_\_\_\_, Cleveland WI 53015

## Customer Contact Information

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

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

It is understood and agreed that I may withdraw from participation at any time by notifying the Village of Cleveland in written form at least (5) business days before the due date. Notification shall be effective upon receipt of the written notice by the Village Clerk. Drop off or send notifications to the Village Clerk's Office, 1150 W. Washington Avenue, Cleveland, WI 53015.

Customer Signature: \_\_\_\_\_  
(Customer signing this form must be named on the account for the Agreement to be valid.)

Date: \_\_\_\_\_

Please circle the type of account you are using:

Checking Account (include voided check)      Savings Account

Banking Institution: \_\_\_\_\_

Bank Routing Number: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

**Return this completed form to the Village Clerk's Office. Automatic deductions will begin on the due date of the first regular monthly bill generated AFTER the form is filed. ACH payments will include the entire balance due.**

**Any rejected or returned ACH payments are subject to a \$25.00 NSF fee.**