



UTILITY DIRECT PAYMENT

To be used to have automatic utility payments completed
108 W Main St, Little Chute, WI 54140, (920) 788-7380, (920) 423-3854

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 5th 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.

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 Little Chute in writing to terminate the authorization.

Please take advantage of the Direct Payment Plan. Complete the following authorization form and attach a voided check. *If you want it to come from a savings account, we need a form from the financial with the savings account number and routing number.* **Please return it to:**

**Village of Little Chute
108 W Main St
Little Chute, WI 54140**

AUTHORIZATION FOR DIRECT PAYMENT

I authorize the Village of Little Chute 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 Location

Name

Phone

Service Address

Date

City, State, Zip

Signature

Checking Savings Routing Number _____ Bank Account # _____

FOR OFFICE USE ONLY
Utility Account # _____ Date Submitted _____