

# CITY OF BARRE WATER & SEWER DEPARTMENT UTILITY ACCOUNTS

If you have a checking or savings account at any bank or credit union in the United States, you may elect to have your water and/or sewer bill automatically deducted from that account. This free service offers convenience and reliability. The City of Barre Water & Sewer Department will issue an electronic withdrawal from either your checking or savings account for the exact dollar amount due and apply it to your water and/or sewer bill. Withdrawals will be made quarterly, and will appear on your next bank statement.

You may sign up for this service by completing the bottom of this form and returning it to us at the address below. **Please note:** This Authorization Agreement must be received by the City of Barre Water & Sewer Department at least 30 days prior to any quarterly water and/or sewer billing date. If the Agreement is received less than 30 days before a quarterly billing date, the automatic withdrawal will go into effect at the next water and/or sewer billing date. Please call the Water and Sewer Department billing office to confirm receipt of this Agreement and the billing quarter date during which the electronic withdrawals will go into effect.

**City of Barre Water & Sewer Department  
6 N Main St. Ste. 5  
Barre VT 05641  
(802) 476-0251**

## AUTHORIZATION AGREEMENT FOR PRE-AUTHORIZED PAYMENTS

Name \_\_\_\_\_ Water/Sewer Account # \_\_\_\_\_ (please list only one account number per form. If multiple accounts submit a separate form for each account.)

Daytime Phone Number \_\_\_\_\_ (We will call only if there are questions about the information contained in this Agreement.)

I (we) hereby authorize the City of Barre Water & Sewer Department to initiate a debit/credit entry to my/our \_\_\_\_\_ Checking Account \_\_\_\_\_ Savings Account (select one) as indicated below. The depository named below, hereinafter called depository, is authorized to debit same to such account.

Name of Bank or Credit Union \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

ABA Number\* \_\_\_\_\_ Account Number \_\_\_\_\_

\*Usually the ABA Number is the first nine digits on the bottom of your check. You may call your financial institution to verify. We recommend you send us a copy of a check marked "VOID" from which we can verify the ABA and account number.

**YOUR ACCOUNT WILL BE DEBITED QUARTERLY ON THE RESPECTIVE DUE DATE AS IT APPEARS ON YOUR BILL.**

*This authority is to remain in full force and effect until the City of Barre Water & Sewer Department has received written notification from me/us terminating this agreement in such time and in such manner as to afford the City of Barre Water & Sewer Department a reasonable opportunity to act on it. If sufficient funds are not available in the above specified account on the day that the City of Barre Water & Sewer Department processes the electronic withdrawal, I understand that my/our utility account will not be credited with a timely payment. I also understand that my/our utility account will then become delinquent and will be assessed penalty and interest charges as indicated on my/our water and/or sewer bill.*

**All property owners as listed on the water and/or sewer account must sign below.**

Signed \_\_\_\_\_ Date \_\_\_\_\_ Signed \_\_\_\_\_ Date \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_ Signed \_\_\_\_\_ Date \_\_\_\_\_