

VILLAGE OF PALMYRA

DIRECT DEBIT (ACH) WITHDRAWAL AUTHORIZATION AGREEMENT FORM

Utility Direct Debit (ACH) is a free service offered by the Village of Palmyra whereby your water and sewer payments are electronically withdrawn from your checking account and applied to your bill. No more writing checks and no more forgetting to pay!

Your payment is automatically withdrawn on the due date (4/15, 7/15, 10/15 and 1/15). If the billing date falls on a weekend or holiday, the payment is withdrawn on the next business day.

To enroll in Direct Debit (ACH), fill out the form below and submit it to the Village Clerk's office or email to Clerk@PalmyraVillageNY.org. Please allow twenty (20) days for your account to be set up for Direct Debit (ACH) withdrawals.

Water and Sewer Details

Account Number: _____ Account Name: _____

Service Address: _____

Email Address: _____

Bank Account Details

Name of Financial Institution: _____

Name on Checking Account: _____

Bank Routing Number: _____ Bank Account Number: _____

- Yes, enroll me in the direct debit program
- Yes, I have attached a voided check for verification.
- Yes, I would like my bill emailed to me instead of being sent in the mail.

Checking Account Holder's Signature*: _____ Date: _____

*This signature must be the same as the name on the bank account and voided check.

By signing the Direct Debit (ACH) withdrawal authorization form, I hereby request and authorize the Village of Palmyra to initiate withdrawals from the checking account named above or to draw by electronic transfer from the checking account funds payable to the Village of Palmyra. The Village of Palmyra reserves the right to terminate this program and/or my participation therein at any time. I may cancel this authorization at any time by email or mail.