

VILLAGE OF SHILOH
ACH DEBIT AUTHORIZATION

I, _____, authorize The Village of Shiloh to initiate electronic debit entries for payment of my sewer bill for _____ to my:
(Sewer Billing Service Address)

Checking Account Savings Account

BANKING INFORMATION *(please print):*

Financial Institution Name: _____

Address: _____ City: _____ State: ____ Zip: _____

Routing Number: _____ Account Number: _____

Please include a voided check or an account verification letter from your financial institution.

How to Change or Revoke this Authorization:

Submit request writing to The Village of Shiloh at:

Fax to: (618) 632-8942

Email to: sewerbilling@shilohil.org

Mail to: Village of Shiloh • 1 Park Drive • Shiloh, IL • 62269

I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify The Village of Shiloh in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. If the above noted periodic payment dates fall on a weekend or holiday, I understand that the payment may be executed on the next business day. I understand that because this is an electronic transaction, these funds may be withdrawn from my account as soon as the above noted periodic transaction dates. In the case of an ACH Transaction being rejected for Non-Sufficient Funds (NSF) I understand that the Village of Shiloh may at its discretion attempt to process the charge again within 30 days, and agree to an additional \$15.00 charge for each attempt returned NSF which will be initiated as a separate transaction from the authorized recurring payment. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I agree not to dispute this recurring billing with my bank so long as the transactions correspond to the terms indicated in this authorization form.

Name of Authorizing Person *(please print)*

Signature of Authorizing Person

Date

If you would like paperless billing, please provide the email address in which you would like to receive your invoices: _____

PLEASE ADD SHILOHSEWER@CAMBRIDGE-TECH.COM TO YOUR EMAIL

CONTACTS TO PREVENT INVOICES FROM GOING INTO YOUR SPAM FOLDER.

VILLAGE OF SHILOH

SEWER BILLING DIRECT PAYMENT PLAN

The Direct Payment Plan will help you in several ways:

- Saves time and postage
- Enables you to pay your bills in a convenient and timely manner even if you're out of town
- Your payment is always on time so there are no late charges
- It's easy to sign up for and easy to cancel

Here's how the Direct Payment Plan works:

- You authorize regularly scheduled payments to be made from your checking or savings account.
- Your payments will be made automatically on the specified day and proof of payment will appear on your statement.
- The authority you give to charge your account will remain in effect until you notify us in writing to terminate the authorization.
- The Direct Payment Plan is dependable, flexible, convenient and easy.

To take advantage of this service, all you need to do is:

- Fill out the attached form.
- Indicate whether your payment will be deducted from your checking or savings account.
- Provide detailed banking information.
- Attach a voided check or account verification letter from your financial institution.
- Sign the form and return it to the Village:

Fax to: (618) 632-8942

Email to: sewerbilling@shilohil.org

Mail to: Village of Shiloh

1 Park Drive

Shiloh, IL 62269

For general questions regarding this form, you may call (618) 632-1022 - Prompt #1.