



## Direct Debit Program

In order to ensure you are not late in paying your utility bill, the Village of Westchester has enabled a Direct Debit Program for our residents and businesses for the payment of utility bills. This program utilizes electronic funds transfer to provide you with a timely, accurate, and convenient method to pay for water, sewer and rubbish services.

With automated payment, you can eliminate the hassle of mail delays and late payments. Direct Debit offers you:

- Assurance of timely payments
- Convenient payment method
- Simple and easy sign-up

**Instructions:** Complete the sections below and attach an unsigned and voided check from this account to assist in verifying data. We will accept confirmation of bank account number and routing number on banking mobile apps, if said banking app produces said information.

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

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

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

Utility Account Number: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Acct. Number: \_\_\_\_\_ Bank Routing Number: \_\_\_\_\_

I authorize the Village of Westchester to initiate debit entries to my checking account indicated above and the financial institution named above to debit the same such account.

I further authorize the Village of Westchester to initiate credits to my account to correct any errors, and for the above bank to initiate any such corrections to my account. This authority is to remain in full force and effect until I give written notification to the Village of Westchester of my termination of the Direct Debit Program.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date