

**Village of Bellevue
Direct Payment Form**

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 20th of each month. The first monthly billing mailed to you in January would be due on February 20th. 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 Bellevue in writing to terminate the authorization.

Please take advantage of the Direct Payment Plan and complete the following authorization form along with a voided check and return it to:

**Village of Bellevue
2828 Allouez Avenue
Green Bay, WI 54311**

AUTHORIZATION FOR DIRECT PAYMENT

I authorize the Village of Bellevue 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)

(City) (State) (Zip Code)

(Signature)

(Name – Please Print) (Utility Account No.)

(Address – Please Print)

Bank Account No. _____ Checking _____ or Savings _____

Financial Institution Routing Number _____
(between these symbols | : | : on the bottom left of your check)