

VILLAGE OF HOLLY

DIRECT DEBIT ENROLLMENT FORM

Follow these four (4) easy steps to set up direct debit payment of your monthly utility bill:

CONTACT INFORMATION

NAME: _____

SERVICE ADDRESS: _____

MAILING ADDRESS: _____

HOME TELEPHONE #: () _____ CELL PHONE #: () _____

UTILITY ACCOUNT # _____

EMAIL: _____

PROVIDE YOUR SIGNATURE FOR AUTHORIZATION

I authorize the Village of Holly to deduct my water/sewer utility billing payments from my checking account or savings account listed below on the day of the month the bill is due. I understand all information here will remain confidential.

Signature: _____ Date: _____

PROVIDE THE REQUIRED FINANCIAL INSTITUTION INFORMATION

To ensure the correct account number is used for this electronic payment and to obtain the ABA/routing number, please contact your financial institution for assistance. We are not able to debit Money Market or Investment Accounts.

Name of Financial Institution: _____

ABA/Routing #: _____ Account #: _____

Begin Debit on: _____

CIRCLE ONE: CHECKING SAVINGS

Copy this form for your records and return the original form to:

Village of Holly
Karl Richter Center
300 East Street
Holly, MI 48442

ADDITIONAL INFORMATION

The Village of Holly will attempt to debit your bank account once. If there are insufficient funds, a non-sufficient funds (NSF) fee will be added to your utility account and you will be responsible for making payment to the Village of Holly Office. Automatic payment will resume when your account has been brought current. If a utility account is NSF more than twice, it will be removed from the auto-payment plan. This authorization will continue in effect until the customer notifies the Village of Holly, in writing, at least ten (10) days prior to the next billing.

For Village of Holly Use Only

Entered By _____

Date _____