



AUTOMATIC UTILITY PAYMENT PROGRAM



YES! I would like to enjoy the convenience of enrolling in a free Automatic Utility Payment Program – *note this is for the **property owner only**, tenants are not eligible.

To enroll simply:

1. Please fill out the account information at the bottom of this page for the account from which you want your Utility payment to be withdrawn whether for checking, savings, or money market accounts.
2. Sign this form and mail it thirty (30) days prior to the next Utility due date to:

Town of Essex
 Attn: Finance
 81 Main Street
 Essex Jct, VT 05452
 OR – email it to utilitybilling@essex.org

I authorize the Town of Essex / Village of Essex Junction to instruct my financial institution to deduct my utility payments directly from my account. The automatic payment amount, frequency and transaction date will correspond as disclosed on each utility bill that is provided to me. If at any time I wish to discontinue the service, I will simply notify the Town / Village in writing, within 15 days of my next scheduled payment.

Your Signature	Date (mm/dd/yyyy)
Property Location	Utility Account Number

ACCOUNT INFORMATION:	Checking Account	Savings Account
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Your Name (Please print)	
Your email address <i>(We will send you a confirmation email when we have received your information)</i>	Daytime Telephone Number
Your Mailing Address	
Your Banks Name	Bank Account Number
Bank Routing Number	