

Dear Water/Sewer Customer,

This is information on the Village's automated utility bill payment program.

If you wish to participate in the program, your water/sewer bill will be paid automatically from your checking, savings or credit card account on the due date of the bill. The benefits of this program to you include the timeliness of payment, which is always on the date the bill is due, and elimination of check preparation, postage or a visit to the Village Hall. Also, if you travel or are out of town, you will know that your water/sewer bill will be paid on time and you will not incur a late penalty.

For your records, you will receive a bill at the normal time. However, the bill will display the message "AUTOPAY ON MM/DD/YY".

Should you wish to participate in the program, please complete and return the attached authorization agreement. Also, should you have any questions, please call us at 847-446-9200 ext 2225.

Yours very truly,

Finance Department

**AGREEMENT FOR PREAUTHORIZED
PAYMENT OF WATER/SEWER BILLS**

NAME _____
(please print)

ADDRESS _____, Northfield, IL

TELEPHONE _____

PLEASE SELECT ONE OF THE FOLLOWING OPTIONS

AUTOPAY FROM CHECKING/SAVINGS ACCOUNT

CHECKING ACCOUNT # _____

BANK NAME _____

CITY _____ STATE _____ ZIP _____

Please enclose a copy of a voided check along with this form.

AUTOPAY FROM CREDIT CARD

CARD TYPE (check one) VISA MASTERCARD DISCOVER

CARD # _____ CVV2/CVC2 _____ EXP DATE _____

NAME AS IT APPEARS ON THE CARD _____

E-MAIL ADDRESS (optional) _____

I (we) hereby authorize the Village of Northfield to initiate deductions to my (our) checking/savings account or credit card named above.

This authority is to remain in full force and effect until the Village receives written notification from me (or either of us) of its termination in such time and in such manner as to afford the Village a reasonable opportunity to discontinue the program.

DATE _____ SIGNED _____

FOR VILLAGE USE ONLY

Received by _____ Village Account No. _____

Date _____ ABA No. _____