



## Utility Billing Auto Pay Application

Auto Pay is a convenient way to pay and manage your bi-monthly utility bill. Your bi-monthly payment will be withdrawn automatically from the account indicated below, on the date due. You will continue to receive a copy of the invoice for your records.

CUSTOMER INFORMATION			
Name (as it appears on the bill)			
Service Address			
Utility Account Number			
Billing Address (if different)			
Daytime Phone Number		Email Address	
BANK INFORMATION			
Name of Bank			
Account Type	Checking	Savings	
*Bank Routing #			
*Bank Account #			

*I hereby authorize the Village of Pingree Grove, and the financial institution listed above, to debit my account on the scheduled due date to pay my utility bill. Each payment will be the same as if it were personally signed and authorized by me. This authority is to remain in effect until the Village of Pingree Grove has received written notification from me to terminate auto pay. The Village of Pingree Grove reserves the right to terminate this payment plan or my participation with written notification. My utility bill will note when Auto Pay begins. I understand I will continue to receive a bill for my records. A \$25 service fee will apply for payments returned for insufficient funds or other reasons of your financial institution.*

**Authorization:**

My written/digital signature confirms my authorization to withdraw funds for utility bill payments.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\*Attach a voided check to confirm bank account ownership. If a voided check is not available, we will require a written direction from your bank indicating that you are the owner of the account and confirming your account number and routing number for an automated payment.

**Avoid US mail delivery delay - sign-up for paperless utility billing!**

<https://www.villageofpingreegrove.org/FormCenter/Utility-Billing-9/PAPERLESS-BILLING-REQUEST-UTILITY-BILL-60>