WINFIELD
EST Illinois 1921
A PLACE TO DISCOVER

UTILITY BILLING PAYMENT OPTION
AUTOMATIC BANK DRAFT PROGRAM

The Village of Winfield has a great way to help you pay your utility bill! Sign up today for the Automatic Bank Draft program to help save you time, checks, and postage, and never worry about missing a due date!

As a participant in the Automatic Bank Draft program you will continue to receive your monthly utility statement. The statement will be stamped "BANK DRAFT DO NOT PAY". The entire balance of your utility bill will be automatically withdrawn from your bank account on the due date. If you have any further questions, please contact Village Hall at (630) 933-7100.

☐ New Bank Draft ☐ Change Bank Draft ☐ Cancel Bank Draft

Utility Account Number: _____ Name : _____

Street Address: _____ City: _____

Home Phone Number: _____ Cell Phone Number: _____

Email Address **(please print)**: _____

Paperless Billing Only: YES NO Sign up to receive email notifications from Village: YES NO

Bank Routing Number: _____ Bank Account Number: _____

Please read and sign.

I hereby authorize the Village of Winfield and the financial institution named above to pay my utility bill on the bill's scheduled due date, or the next business day if the due date is on a weekend or holiday. Each payment shall be the same as if it were personally signed and authorized by me. As with a check, sufficient funds need to be available in my account at the time of transfer. If a draft is returned to the Village unpaid, a thirty dollar ($30) administration fee will be applied to my account. This authority is to remain in effect until the Village of Winfield has received written notification from me of termination a minimum of thirty days prior to a scheduled due date. The Village of Winfield reserves the right to terminate this payment plan or participation therein. I will provide a minimum of thirty days written notice to the Village of Winfield of any changes regarding the above account, i.e., changes with the financial institution, account number, account type, etc.

Processing of this application will require three to five weeks. *I am responsible for paying my bills to the Village of Winfield until my bill indicates that my bank draft payment program is established. My bill will note when the bank draft begins by having a "BANK DRAFT" note appear in the amount enclosed box on my bill.*

I understand and agree, as per my selection, to the terms of this letter and application, and the ordinances of the Village of Winfield.

_____ _____/_____/_____

Signature Date

INSERT CHECK HERE

To sign up for this program, please complete and sign this form, as well as attach a voided check. You can submit this form by email, fax, postal mail, or by drop off at Village Hall. Return to:

Village of Winfield
ATTN: Lucy Pope
Utility Billing Clerk
27W465 Jewell Road
Winfield, IL 60190
lpope@villageofwinfield.com
Fax (630) 665-1767