

The Village of Paw Paw

Automatic Bill Payment Agreement

I /We hereby agree that:

1. My monthly charge may change at any time as utility usage or rates change over time.
2. My account payment will be withdrawn on the due date or the next business day after the due date. I must give information for any changes or cancellations to the Village of Paw Paw before the 1st of any month to be effective for that month.
3. If I have two (2) payments denied by my bank for any reason, the Automatic Bill Payment Program will no longer be available to me. Additionally, I understand that a returned item fee of \$30.00 will be assessed to me for any item returned by my bank as unpaid.
4. It is agreed and understood that all withdrawals will be made electronically from my account under the rules of the National Automated Clearing House Association (NACHA).
5. Should it become necessary, I agree to follow the cancellation procedure to withdraw from the Automatic Bill Payment Program as outlined in the paragraph below.

Withdrawing from the Automatic Bill Payment Program

1. I understand that cancellation of this agreement is to take place between the Village of Paw Paw and myself.
2. My cancellation request must be made in writing. I may choose to do one of the following:
 - A. Send a letter stating you wish to withdraw from the ACH plan. Your letter must contain a termination date, customer account number and your name.
 - B. Contact the Village of Paw Paw in person or by telephone and request the ACH cancellation form be sent to you to complete. After completing the form return to the following address:

Village of Paw Paw
PO Box 179
Paw Paw, MI 49079
villagehall@pawpaw.net
269.657.3148
3. Should you have questions about completing the Automatic Bill Payment Cancellation Form please contact the Village of Paw Paw billing department at the telephone number listed above.