

Let Someone Else Pay Your Bills For A Change



Are you spending precious leisure time writing and mailing checks to pay your **City of Newark Water Department** bill each month? Why not pay this bill electronically?

- You'll have the assurance of knowing that your bill will be paid on time
- You'll never get a late fee or be disconnected
- You can rest easy because it's actually safer than mailing checks
- Saves on postage
- Best of all, there's no extra charge for this convenient service

Here's How It Works:

Just complete the automatic payment authorization form below and return it with your next water and sewer bill payment. You will continue to receive a water and sewer bill statement each month so that you may verify the amount before we deduct it from your account. Then let us do all the work. Your payment will be automatically paid from your designated account on your **Due Date** every month. **It is important you do not make a payment after turning in this form.**

Detach and return bottom portion with your next payment

Automatic Payment Transfer Authorization Form

Please complete the following information:

As a convenience to me, I hereby request and authorize you to deduct my entire water and sewer bill balance

From – Name of Financial Institution _____
Account Number _____

Type of Account: ___ **Checking only, please. Important!! Please be sure to attach a voided or cancelled check for the account you wish to have debited.**

Name _____

Address _____ **City** _____ **St** _____

Phone Number _____

Signature _____