

HOLMES COUNTY SEWER DISTRICT

7191 SR 39
P.O. BOX 90
MILLERSBURG, OH 44654

December, 2016

Dear Sewer District Customers:

We are pleased to announce a new payment option available to pay your monthly bill. By completing and signing the form enclosed, you will be able to automatically have your payment taken out of your checking or savings account on the due date as shown below. Think about how easy that will be to make your payment:

If you currently mail your payment to us, no more stamps!
If you currently pay your bill at the bank, save time and gas!
No more late fees because you forgot to pay your bill.
One time easy sign-up

By simply completing the enclosed form, your payment will be made to us on the following days for December 2016 and calendar year 2017.

December 15, 2016	May 15, 2017	October 16, 2017
January 17, 2017	June 15, 2017	November 15, 2017
February 15, 2017	July 17, 2017	December 15, 2017
March 15, 2017	August 15, 2017	January 16, 2018
April 17, 2017	September 15, 2017	February 15, 2018

The payment will always be taken out on the due date of the 15th, unless that does not fall on a business day. In that case, it will be taken out on the next business day.

In order to start your direct payment, please send the enclosed form to:

Holmes County Sewer District
7191 SR 39
P.O. Box 90
Millersburg OH 44654

We think you will like this new method of making your payment. However, as stated in the form, you can opt out of the program at any time by notifying us in writing.

Thank you for your consideration; feel free to contact Mary at (330) 473-4555 if you have any questions.

Sincerely

Chris Young, Holmes County Sanitary Engineer

Phone: 330-473-4555
Fax: 330-674-7918

AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS)

Yes, I authorize the Holmes County Sewer District to take my payment automatically from the following account:

Bank Routing Number _____ (nine digit number in bottom left corner of deposit ticket)

Name of Bank _____

Bank Account Number _____ Checking or Savings (circle one)

(Please attach a voided check or a blank deposit ticket from the account you would like to make the payment from.)

I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

My Holmes Co. Wastewater Account # _____

Name _____ (please print)

Signature _____ Date _____

You can fax this form and a copy of your voided check/deposit ticket to (330) 674-7918

OR

You can mail this form and a copy of your voided check/deposit ticket to:

Holmes County Sewer District
7191 SR 39
P.O. Box 90
Millersburg OH 44654

Note: You may revoke this authorization at any time by notifying the Holmes County Sewer District in writing.
