

Account # \_\_\_\_\_  
New Sign-up \_ Change info \_



DEPARTMENT OF PUBLIC WORKS  
835 MIDWAY  
WILLOWBROOK IL 60527  
Phone (630) 920-2238

**Direct Debit Application**

**REQUEST WILL NOT BE PROCESSED WITHOUT A PREPRINTED VOIDED CHECK ATTACHED.**

ACH is our bill payment service that makes it more convenient for you to pay your quarterly Village of Willowbrook water bill. How does it work? Your quarterly water payment is automatically deducted on the bill due date each billing period from a checking or savings account you have authorized the Village to charge. You'll continue to receive your quarterly billing statement indicating usage for your records; however, you will not need to respond. The bill will indicate "No Payment Necessary. Payment will be made via ACH on the due date." If you have insufficient funds on the payment date, you will be subject to the Village's standard collection policy and fees for non-payment of water bills. If you disagree with a bill, contact the Village at least 10 days before the due date. Simply complete the form below, and mail it with a voided check to Village of Willowbrook at the address above. If you have any questions, please feel free to call (630) 920-2238.

**Water/Sewer Service Account Information**

Water Service Account Number: \_\_\_\_\_  
Name on Account: \_\_\_\_\_  
Water Service Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

**Bank Information**

Bank Name: \_\_\_\_\_ Bank Phone Number \_\_\_\_\_  
Bank Address: \_\_\_\_\_ Bank Account # \_\_\_\_\_  
Bank Routing (ABA) Number (9-digits only): \_\_\_\_\_  
Account Type: Checking \_\_\_\_ Savings \_\_\_\_

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**Authorization**

This authorization remains in effect until the Village or financial institution receives written notification of termination in sufficient time to allow reasonable opportunity to act on it, or until the Village of Willowbrook sends a written notice of termination of this agreement.

I authorize Village of Willowbrook to initiate quarterly direct debit transactions for the bank account listed above for the amount due on my water bill.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please mail application to: Village of Willowbrook, 835 Midway Dr., Willowbrook IL 60527, Attn: Water Dept.**

<i>Billing Dept. Use Only</i>	
Date Received	Date Entered in System