

City of Boyne City

Water/Sewer Department Direct Payment Enrollment Form

FOLLOW THE 4 EASY STEPS TO BEGIN DIRECT PAYMENT OF YOUR WATER/SEWER BILL

1. Complete the contact information requested below (please print):

Name: _____

Service Address: _____

Mailing Address: _____

Daytime Phone: _____ E-Mail: _____

Water/Sewer Billing Account Number: _____

2. Provide your signature for authorization:

I authorize the City of Boyne City to deduct my water/sewer billing payments from my checking or savings account listed below. A new enrollment form is required if I change my bank account. If I decide to cancel my direct payment participation I will contact the City. **I understand that I control my payments and if at any time I decide to discontinue or change this service, I will notify the City of Boyne City.** I remain responsible for any late fees or other charges due to incorrect bank account information or non-sufficient funds in my account.

THIS FORM CANNOT BE PROCESSED WITHOUT YOUR SIGNATURE

Signature: _____ Date: _____

3. Provide the required financial information below:

To ensure the correct account number is used for this electronic payment and to obtain the ABA routing number, please contact your financial institution for assistance.

Name of financial institution: _____

ABA/Routing number: _____
(Nine digit number, may be located in the lower left corner of your check)

Account Number: _____

Checking Savings

4. Photocopy this form for your records and return original with your current payment or mail to:

City of Boyne City
319 N. Lake St.
Boyne City, Mi. 49712

City of Boyne City
DIRECT PAYMENT OF WATER/SEWER BILLS

No Checks- No Postage – No Late Payments – No City Fees -No Worry

The City of Boyne City now offers direct payment of your water/sewer bill at no additional charge. You will still receive your quarterly statement indicating your usage and the amount due. Then, approximately 20 days later, the amount will be deducted from your checking or savings account. The automatic payment will be reflected on your next water/sewer bill and itemized on your bank statement. Please allow 30 days to complete the process.

For more information or to get an enrollment form stop by city hall or call or email us at 231-582-6597 or www.boynecity.com and return to:

City of Boyne City
319 N. Lake St.
Boyne City, Mi. 49712
231-582-0335