

Village of Round Lake Direct Debit Application

The Direct Debit Program is a convenient, FREE and totally optional service that automatically deducts the amount for the water/sewer/garbage bill from your checking or savings account on the 20th of every month.

Direct Debit Program Terms & Conditions

1. This agreement will remain in effect until you notify the Village of Round Lake **in writing** to cancel your participation in the Direct Debit Program (Village of Round Lake, 442 N. Cedar Lake Road, Round Lake, IL 60073). The Village is allowed a 30 day period from the date the notice is received to remove a participant from the program.
2. Payment can be made from a checking or savings account from most banks in the United States.
3. The words "Direct Debit" will appear on your water/sewer/garbage bill to notify you that payment is set-up for Direct Debit. Additionally, a message will be printed on your bank statement indicating the date and dollar amount of the transaction.
4. If there are insufficient funds in your account on the specified payment date, the Village of Round Lake reserves the right to take payment in whole or in part when funds become available. In addition, both a fee of \$30.00 plus the amount of the utility bill will have to be paid in cash at the Village Hall.
5. To change your account information, a new application must be submitted.

Village Utility Bill Account Number (12 digits)

Name on Bill (Please Print)

Service Address

Phone Number

Name of Financial Institution _____

Please pay from my: (check one) Checking Account Savings Account

Routing Transit Number _____

Account Number _____

Signature

Date

Print Signature: _____

Return this form **with a voided check** if using a checking account for payment or a **with a savings account deposit slip** if using a savings account to:

Direct Debit
Village of Round Lake
Village Hall
442 N. Cedar Lake Road
Round Lake, IL 60073