

City of Deephaven Automatic Payment Plan

FAQS:

The automatic payment plan is free and you may cancel at any time.

How do I sign up?

Complete and return the attached authorization form and include a **voided check (for checking account) or deposit slip (for savings account).**

How soon will the automatic payment deductions begin?

Please allow four weeks to set up your automatic payment.

When will my payment be pulled from my bank account each quarter?

The quarterly payment will be pulled on the due date listed on your bill. You will still receive your bill by mail each quarter, for your records.

How can I be sure my bill has been paid?

Your monthly bank statement will reflect the automatic payment.

What if I change banks or accounts?

Notify us right away, we can cancel your current account immediately, however please allow four weeks to set up a new account. Please complete and sign this form and include a voided check or deposit slip from your new bank account.

What if I try the plan and do not like it?

Notify us and we will cancel the automatic payment request.

AUTOMATIC PAYMENT PLAN AUTHORIZATION FORM

I authorize the City of Deephaven to collect payment of my utility bill by initiating a deduction from the bank account shown on the attached **voided check (required for checking account) or deposit slip (savings account).** I understand this authorization will continue unless I contact city hall to cancel this plan.

Customer's Name _____

Address _____

Phone # _____

If you also have a city water account (the majority of the city has private wells) you may also set up that account for automatic payment. If you would like to do so, please indicate below. You may set up either one account or both.

City Sewer/Storm Water Account Account # _____

City Water Account Account # _____

Your Bank Information :

Financial Institution – Name and Phone Number _____

Financial Institution Address, City, Zip Code _____

Type of Account: Checking (ATTACH VOIDED CHECK) OR Savings (ATTACH DEPOSIT SLIP)

Bank Routing Number

Bank Account Number

Signature _____ Date _____

Please allow four weeks to set up your automatic payment. Thank you!
Return form to: City of Deephaven, 20225 Cottagewood Rd., Deephaven, MN. 55331
Phone 952-474-4755