

Village of Round Lake Beach

# Direct Debit Application

Direct Debit makes it more convenient for you to pay your bi-monthly Water and Sewer payments to the Village of Round Lake Beach. Your payment is automatically taken from the checking or savings account that you authorize and is directly credited to your water and sewer account on the due date. You will continue to receive a bill for your records. If you have questions about specific charges, simply contact the Village at 847-546-2351.

To enroll, just complete the application below, attach a voided check or deposit slip, and return or mail it to Village Hall at 1937 N. Municipal Way, Round Lake Beach, IL 60073.

You will be responsible for having sufficient funds in the account you designate on the payment date and are responsible for any fees associated with non-sufficient funds. Direct Debit will be cancelled if two payments are returned within a 12-month period. The Village must be notified of any account or address changes as soon as possible to avoid a late payment and its associated fees. To terminate Direct Debit, simply notify the Village in writing that you wish to discontinue the Direct Debit service.

If you have any other questions, please contact the Village at 847-546-2351.

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## DIRECT DEBIT APPLICATION

Customer Name (as on bill)			
Village Account Number			
Service Address			
Billing Address (if different)			
City, State, ZIP			
Daytime Phone Number			
Financial Institution Name		ABA Routing Number	
Financial Institution Address			
Account Number		Checking Account ___ or Savings Account ___ (select one)	
<i>I hereby authorize the Village of Round Lake Beach and the financial institution listed above to debit my account on the scheduled date for payment of water and sewer service. This authority is to remain in effect until the Village has received written notification from me of my desire to terminate this service. The Village of Round Lake Beach reserves the right to terminate this payment plan or my participation with written notification.</i>			
Signature		Date	

**You must include a voided check or deposit slip with this application.**



**Village of Round Lake Beach**  
**1937 N. Municipal Way**  
**Round Lake Beach, Illinois**  
**847-546-2351**  
[www.villageofroundlakebeach.com](http://www.villageofroundlakebeach.com)