



“Borough of Shippensburg Automatic Bill Payment Agreement”

We invite you to join our new “Automated Bill Payment” program. It’s easy, convenient and efficient. This payment program deducts your bill automatically from your checking or savings account each quarter. Your Automatic Bill Payment transactions can be deducted from accounts at virtually any financial institution (bank, credit union, etc.). These transactions will appear on your monthly bank statement.

- With Automatic Bill Payment, you save time. No more writing your payment checks
- You save money. No more envelope and postage costs.
- You never have to worry about lost or stolen checks.

To take advantage of the Automatic Bill Payment program, simply complete the agreement below and return it to us.

Automatic Bill Payment Agreement

Name _____

Address _____

Customer Number (as it appears on your bill) _____

Phone Number _____

I hereby authorize the Borough of Shippensburg to initiate debit entries to my account indicated below, and the financial institution named below to process those entries. Each such debit shall be made quarterly on the 25th of the billing month* in an amount equal to my billed amount. This authority shall remain in effect until I notify you in writing, not less than thirty days prior to my next due date.

Financial Institution _____

Bank ABA (routing) Number _____

Account Number _____

PLEASE PROVIDE A VOIDED CHECK

_____ Checking _____ Savings (Please check one)

Signature _____
(owner of payment account)

Date _____

**If a payment is due on a weekend or holiday, your account will be debited the next business day*