



BOROUGH OF EDINBORO

814.734.1812

124 Meadville Street, Edinboro, PA 16412

www.edinboro.net

Edinboro.Utilities@gmail.com

If you would like to avoid writing checks or going online to pay your water/sewer/refuse bill, you can take advantage of Direct Debit from your checking or savings account. Payment will be deducted from your bank account 7 days before the invoice is due. The debit will always be the last Friday of every odd month (January, March, May...) **If you wish to stop Direct Debit for any reason, it is your responsibility to inform the Borough.** Any Direct Debit made on an overdrawn checking or savings account will be charged Non-Sufficient Funds; those fees will be added to the Water, Sewer and Refuse account.

This authorization agreement must be completed for every customer utilizing Direct Debit with either a checking or savings account. **Please return completed form to Borough of Edinboro, 124 Meadville Street, Edinboro, PA 16412.** This authorization agreement allows the Borough of Edinboro to initiate debits to the customer's account and allows the receiving institution to accept the debit entries withdrawing funds from the proper account.

Name _____ Water/Sewer/Refuse Acct # _____

Address _____ Phone # _____

Date _____ Signed _____

AUTHORIZATION AGREEMENT FOR DIRECT DEBITS

I hereby authorize the Borough of Edinboro to initiate direct debit from my bank account for the amount indicated on my bi-monthly bill. The payment from said account will be in the **full amount** due as stated on the bi-monthly bill.

Checking ___ Savings ___

Bank Name _____

Bank Routing /ABA # _____ Bank Account # _____

(If different from W/S/R Account) Bank Holder's Name: _____

Bank Holder's Address: _____

This authority is to remain in full force and effect until the Borough of Edinboro has received **WRITTEN** notification from me to terminate. This must be received within **one week** in advance of any payment scheduled for Direct Debit.