

Village of Waterbury  
**Water Department**  
Direct Debit Form for Water/Sewer

YES! I would like to enjoy the safety and convenience of enrolling in a free Automatic Water/Sewer Payment Program. **Payments will be automatically withdrawn from my U.S. bank account on the quarterly payment due date, or on the following business day for due dates which fall on a weekend or holiday.**

(Regularly scheduled due dates are: March 20, June 20, September 20, and December 20)  
**FORM MUST BE RECEIVED IN OUR OFFICE 10 DAYS BEFORE THE WITHDRAWAL DATE.**

**MUST check one:**  PPD Personal  CCD Corporate

Contact your banking institution to verify with them which account type you have.

( ) **Checking Account** ~ Complete the account information below.

( ) **Savings Account** ~ Complete the account information below.

By signing below, I authorize the Village of Waterbury to instruct my financial institution to deduct utility payments directly from my account. If at any time I wish to discontinue the service, I will simply notify the Village of Waterbury in writing not less than 10 days before the scheduled deduction.

\_\_\_\_\_  
Signature (must be signed by bank account holder)

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

\_\_\_\_\_  
Print your name

\_\_\_\_\_  
Daytime Phone

\_\_\_\_\_  
Mailing Address, City, State, Zip

\_\_\_\_\_  
Parcel ID (top left corner of bill)

\_\_\_\_\_  
Your Bank Name

\_\_\_\_\_  
Last name (as printed on tax bill)

\_\_\_\_\_  
Bank ABA (Routing) Number

\_\_\_\_\_  
Your Bank Account#

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Alternative email address

**\*\*VERIFY YOUR BANK ACCOUNT NUMBER AND ROUTING NUMBER WITH YOUR BANK**

**RETURN TO:**  
Mail to: Village of Waterbury, Water Dept  
28 North Main Street Suite #1  
Waterbury VT 05676  
Fax to: (802) 244-1014  
Email to: [accounting@waterburyvt.com](mailto:accounting@waterburyvt.com)