

PUTNAM TOWNSHIP

Auto Debit (ACH) Authorization Enrollment Form

Putnam Township is pleased to offer another convenient tax payment method for residents and customers. By filling out and submitting this form, your summer and/or winter tax bill will be automatically paid as an electronic withdrawal from your bank account, on the payment due date (see below). There is no cost to you for this service. This authorization can be revoked at any time, in writing, no less than 14 days prior to the scheduled payment date.

Your Property Tax Information

Name: _____

Property Address: _____

Parcel #: 4714- _____ Phone: _____

Bank Name: _____ Account Type: ___Checking ___Savings

Bank Routing Number: _____

Bank Account Number: _____

I hereby authorize Putnam Township to deduct the full amount of my summer and/or winter property tax bill(s) from the checking or savings account listed above, on the following recurring dates (this is the date the payment will be withdrawn):

___ **Winter Taxes.** Payment date of December 31. Form must be submitted by December 10.

___ **Winter Taxes.** Payment date of February 14. Form must be submitted by January 14.

___ **Summer Taxes.** Payment date of September 8. Form must be submitted by July 31.

This authority is to remain in effect until the Township has received written notification from me (us) of its termination in such time and in such manner as to afford the Township and Depository a reasonable opportunity to act on it. I (we) acknowledge that the origination of Automated Clearing House (ACH) transactions to my (our) account must comply with the provisions of the U.S. law. I (we) will not dispute the Township's billing with my bank so long as the transaction corresponds to the terms indicated in this agreement. In the case of any debit being rejected for Non-Sufficient Funds (NSF), I (we) agree to an additional \$25.00 charge for each attempt returned NSF.

Signature: _____ **Date:** _____

Signature: _____ **Date:** _____

Submit form (in person) to the Putnam Township Treasurer located at the Township Hall.