



AUTO-PAY APPLICATION

Instructions:

- 1) Please print and complete this form.
- 2) Attach a voided check. Not including a voided check will result in one month's delay.
- 3) Do not email the application, as email is not secure.
- 4) Send to Cedarburg Light & Water.

By Mail

Cedarburg Light & Water
N30 W5926 Lincoln Blvd.
P.O. Box 767
Cedarburg, WI 53012-0767

In Person

Drive-up window or 24-hour drop box.
Cedarburg Light & Water
N30 W5926 Lincoln Blvd.

By Fax

262-375-7655

Name (as shown on CL&W bill) _____

Service Address _____, Cedarburg, WI

Cedarburg Light & Water Account Number(s):

Please make this effective with my bill due in _____ (month)

Select payment date*

- Schedule my payment on the regular due date near the end of each month.
 I choose to have my payment withdrawn on the 15th of each month.

*The regular due date falls at the end of each month, between the 26th and 29th depending on weekends and holidays. You may choose to have your payment made on the 15th of each month. If the 15th falls on a weekend or holiday, the payment will be withdrawn on the next available business day.

Signature _____

Date _____

- I authorize Cedarburg Light & Water Utility to withdraw my payment each month from the checking account shown below. I have enclosed a voided check from this checking account.
- I understand that I may discontinue this payment service at any time by notifying Cedarburg Light & Water at least four working days prior to the payment date of the utility bill I do not wish to have withdrawn.
- If at any time my banking information changes, I will notify Cedarburg Light & Water in writing with a new voided check at least four business days prior to the payment date.
- If I do not have sufficient funds in my account on the due date of a bill, I understand that the current fee on schedule at the utility for insufficient fund transactions will be added to my account.

Thank you for choosing this free payment option, we hope it works well for you. If at any time you have questions regarding this program, please give our office a call. Thanks!

**Thank you for your application.
You will be notified as to when your first payment will be automatically withdrawn.**

Tape or staple voided check here