



Shared strength through  WPPI Energy

People You Know ... Service You Trust, Since 1896

950 Maple Avenue
PO Box 228
Columbus, WI 53925
Email: cwl@wppienergy.org

Phone (920)623-5912
FAX (920) 623-5923
www.columbuswaterandlight.com

AUTOMATIC PAYMENT PLAN AGREEMENT

ACCOUNT NAME - _____
(please print)

ACCOUNT NUMBER - _____
(Columbus Water & Light)

TELEPHONE NO. (H)- _____

TELEPHONE NO. (W) - _____

SERVICE ADDRESS - _____

NAME OF FINANCIAL INSTITUTION - _____

FINANCIAL INSTITUTION ADDRESS - _____

TYPE OF ACCOUNT (check one) - _____ CHECKING _____ SAVINGS

_____ SAVINGS ACCOUNT NUMBER

- **NOTE: If the transaction will be from a checking account, please attach a voided check to ensure accurate processing.**

I authorize **Columbus Water & Light** and the financial institution named above to initiate entries to my checking/savings account for payment of my monthly utility bills. This authorization will remain in effect until I terminate it, allowing Columbus Water & Light a reasonable time to act on that termination.

I agree to keep a balance in the designated account to allow for the prompt debit of the utility payment. If I have two (2) returns for insufficient funds in a 12-month period, The Columbus Water & Light has the right to remove me from the ACH program.

SIGNATURE - _____

DATE - _____

Please call our office if you have questions about the payment maximum for your utility bills. We will be happy to assist you in completing this form.

Return this agreement along with a voided check (if applicable) to:

Columbus Water & Light
950 Maple Avenue
P.O. Box 228
Columbus, Wisconsin 53925

AN EASIER WAY TO PAY YOUR UTILITY BILL

Columbus Water & Light is offering an Automatic Utility Bill Payment Program. With the **FREE** electronic bill payment service, you can have your utility bill electronically paid from any bank, savings & loan or credit union account.

- < No more checks to write
- < No postage to pay
- < No late payment charges
- < No trips to pay your bill in person
- < No fees for this service
- < No matter where you are, your bill will be paid

HOW DOES THIS WORK?

It's easy. Just complete the "Automatic Payment Plan Agreement" on the reverse side of this insert, sign it, and enclose a **voided** check if you choose to use a checking account. We will continue to send you a monthly utility bill. When you receive your bill, review it. If everything is in order, record the amount in your checkbook register or savings account register. If you have a question on this bill, just call us at 920-623-5912. On the "Date Due" of each month, the "Amount Due" will be automatically deducted from your designated account.

WHEN WILL THIS TAKE PLACE?

Once we receive your authorization, we will proceed with setting up your account. We must test the numbers through the banking system prior to doing the actual transaction. Your automatic deduction will start after you receive a letter from us confirming this along with your bill which will have the message **** Pre-Authorized Payment – Do Not Pay **** highlighted. Note that the deduction will be made on the "Date Due" of each month.

WHAT IF I WANT TO STOP THE PLAN?

You can cancel the agreement at any time. Just give us a call.

To get started, fill out the AUTOMATIC PAYMENT PLAN AGREEMENT on the reverse side of this insert and return it with a voided check (if applicable) to:

Columbus Water & Light
P.O. Box 228
Columbus, Wisconsin 53925

Or bring the completed application and cancelled check (if applicable) to our office at 950 Maple Avenue.