

DIRECT DEBIT FORM for Property Taxes

You may sign up to have your semi-annual tax payments transferred electronically from your bank account to the Town. When you sign up for this program, we will debit your bank account for the exact, full amount of your semi-annual tax payments on the actual due dates for each payment. You will still receive your tax bill in the mail.

This Direct Debit form must be received by the Treasurer's Office at least fifteen (15) days prior to the semi-annual tax payment due date or it will not be in effect until the following payment due date. A separate Direct Debit form is required for each property. When you sign up for this program, you must attach a blank, voided check for the account you wish to have debited.

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Property Owner(s) \_\_\_\_\_

Property ID Number (from tax bill): \_\_\_\_\_ Property Address: \_\_\_\_\_

I \_\_\_\_\_ herewith authorize the Town of Barnard to debit my bank account listed below for the exact, full amount of my semi-annual tax payments on the due dates of each tax bill installment. Said authorization is to be used expressly for the payment of my property tax bill(s). Said authorization will remain in effect until cancelled in writing. All written cancellations must be RECEIVED in the Treasurer's Office at least fifteen (15) days prior to the tax payment due date.

U.S. Bank Name \_\_\_\_\_ Account Type: Checking \_\_\_\_\_ Savings \_\_\_\_\_

Bank Account Number \_\_\_\_\_ Bank Routing Number \_\_\_\_\_

----- Please attach a voided check below. -----

I hereby acknowledge that I have signature authority on the above-listed U.S. bank account and agree that sufficient funds will be available in said bank account on the tax payment due dates to permit full payment of the amount due. I understand that failure to maintain sufficient funds in the above account will result in the Town assessing interest and penalties on the tax payment then overdue at rates as stated on the property tax bill as well as a \$25.00 service charge. I also understand that it is my responsibility to notify the Town, in writing, if there is a change in my bank name or account number, if my property is sold, ownership changes or property taxes are escrowed by my mortgage company or if I wish to cancel this direct debit authority. Such written notice must be received by the town at least fifteen (15) days prior to the payment's due date.

Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

Daytime Phone # \_\_\_\_\_ Email \_\_\_\_\_

**PLEASE ATTACH A VOIDED CHECK HERE.**

OFFICE USE: Start date: \_\_\_\_\_ In NEMRC: \_\_\_\_\_ End Date: \_\_\_\_\_ (attach written cancellation document)

Email acknowledgement on \_\_\_\_\_

4/2/2019