

CITY OF WOOD DALE, ILLINOIS

APPLICATION AND AGREEMENT FOR DIRECT UTILITY BILLING PATMENTS (ACH DEBITS)

The undersigned, either personally or on behalf of the organization named below ("Applicant"), hereby applies for payment of all City of Wood Dale, Illinois ("City"), utility billings by the City's or its service provider's direct debiting of the account stated below:

Financial institution name: _____

Account type (check one): _____ checking _____ savings _____ other

Account No: _____ Routing No: _____

Is this application to replace an existing direct debiting authorization? ___ yes ___ no

Billing Account Number: _____

If this application is accepted by the City, the Applicant hereby authorizes and agrees to the direct debiting of the above indicated account by the City or authorized service provider under the terms and conditions stated on the reverse side of this form.

Application approved and accepted
by the CITY OF WOOD DALE

Agreed to:

(signature)

(signature)

Title: _____

(print name)

Date: _____

Check here ___ if this Application is on behalf
an organization and please provide:

Organization Name:

Name of Organization's Chief Financial Officer:

**PLEASE ATTACH A VOIDED CHECK OR BANK ROUTING AND ACCOUNT NUMBER VERIFICATION
TO THIS FORM AND RETURN IT TO CITY HALL, 404 N Wood Dale Rd, Wood Dale, IL 60191**

(Please read carefully the terms and conditions on the reverse side)

TERMS AND CONDITIONS

1. The amount debited for each payment period shall be the total amount invoiced for that period, *including* all past due amounts, penalties, interest, and returned-item, turn-on/off, and other fees (“Total Invoiced Amount”). The Applicant agrees to have sufficient funds in the account to cover the full payment of the Total Invoiced Amount as of the due date stated on the invoice.
2. If any debit payment is returned or refused for any reason, whether or not the Applicant’s fault, the Applicant agrees to pay, in addition to the Total Invoiced Amount, a returned-item fee as provided for presently in Section 1.510 of the Municipal Code of the City of Wood Dale of 1993, as amended, or as may be provided for in the future. This fee is presently \$25.00. A “returned-item” is any item that the City’s bank notifies the City has not been paid upon presentation for payment to the originating bank.
3. Upon notice to the Applicant, the City may terminate this Agreement and the Applicant’s privilege of direct debt payment if payment of items are returned or refused for two (2) consecutive months or twice in any twelve month period.
4. It shall be the Applicant’s sole responsibility to provide the City with all changes in information necessary for direct debit payments, and all Applicant information in this Agreement shall be considered current and valid by the City unless notified otherwise in writing by the Applicant.
5. The Applicant may cancel this Agreement at any time by written notification to the City, which will be effective upon the City’s receipt. Unless the City terminates this Agreement because of refused or returned payments as stated in paragraph 3 above, this Agreement shall remain in effect until the city receives a written cancellation notice of this Agreement or a termination of service request from the Applicant, or the City terminates the direct debit payment program.
6. The City’s acceptance of direct debit payments and this Agreement are governed by the City’s “Policy on Payments and Returned Items” (“Policy”) as presently adopted and as may be revised in the future. Applicant acknowledges a receipt of the Policy in effect at the time of submission of this Application. The City will provide the Applicant notice of the changes to the Policy relating to direct debit payments. All notices pertaining to the Agreement will be sent to the billing address.
7. The undersigned represents that he or she is duly authorized by all owners and leaseholders of the serviced property to enter into this Agreement on their behalf, or, if applicable, on behalf of the organization named below.
8. This Agreement and the Policy constitute the entire agreement and understanding concerning payment of City utility bills by direct debit payments. The Applicant acknowledges receipt of a copy of this Agreement executed by the City.