

**EAST PENNSBORO TOWNSHIP**  
**QUARTERLY AUTHORIZATION FOR AUTOMATIC WITHDRAW - TRASH & SEWER FEES**

Sign up for the Townships automatic bill paying service. Just complete the form below, send it to us along with a voided check from the account you want debited, and we will take care of the rest.

This is how it works: the computer communicates with your bank and accepts payment directly from it. That means you no longer have to write or mail checks, carry cash to our office, or make a late payment again.

Once you sign up, your sewer and/or trash payment will be automatically deducted directly from your checking account on the bill due date (or the first business day thereafter). The current residential rates are \$91.50 per quarter for sewer and \$49.50 per quarter for trash per unit. Please note, this service is not available for businesses whose sewer rates are based on consumption.

**Refer to your quarterly invoice for the withdraw date and the amount to be withdrawn.**

Please note the following before you subscribe:

- Make sure the magnetic numbers across the bottom of the voided check are intact, that the check is from the account you want debited, and that you have enough money in the account to cover your bill on the day it is due. If payment is denied for any reason, there will be a \$20.00 service charge added to your account.
- To discontinue automatic bill paying, you must notify us in writing at least three weeks prior to the billing date.
- Rate changes, if applicable, will be announced in future editions of the townships newsletter.

**PLEASE RETURN THIS FORM ALONG WITH YOUR VOIDED CHECK TO:**  
**EAST PENNSBORO TOWNSHIP 98 S. ENOLA DR, ENOLA, PA 17025**

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Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Billing Address (if different): \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

I/We hereby authorize East Pennsboro Township to withdraw the cost of my quarterly sewer and/or trash bill from my/our checking account. This authorization will remain in effect until I/We provide three (3) weeks notification in writing to terminate this agreement. I/We agree to immediately notify East Pennsboro Township of any changes made to the account and/or Financial Institution the funds are being withdrawn from.

**NOTE: If the checking account is in joint names, both owners must sign this authorization.**

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_