

GRESHAM MUNICIPAL UTILITIES (GMU)
PO BOX 50 GRESHAM, WI 54128
715-787-3244
APPLICATION FOR ACH DIRECT PAY

Date _____
Name of Financial Institution _____
Address of Financial Institution _____
City _____ State _____ ZIP _____ Phone _____
Financial Institution Routing No. _____ Joint Acct. Y/N _____
Name(s) as Listed on the Account _____
Account No. _____ Checking _____ Savings _____

I authorize Village of Gresham Municipal Utilities to initiate electronic entries to my checking/savings account for the amount due and agree to the terms listed on the authorization. I may revoke my authorization with you at any time by writing to the address above. This authority will remain in effect until I notify you in writing to cancel it in such time as to afford the Village of Gresham Utilities a reasonable opportunity (10 days) to act on it. I can stop payment on any entry by notifying my financial institution at least 10 days before my account is charged. Automatic Payment setup can take up to six weeks to become active.

REGULAR PAYMENT WITHDRAWAL DATE WILL BE ON THE 15th OF EACH MONTH, OR THE 1st WORKING DAY AFTER THAT DATE.

Customer Signature _____
Please Print Name _____
Address _____
City _____ State _____ Zip Code _____
Daytime Phone No. _____ Cell Phone _____
GMU Account No. _____ Service Location _____

Please Include a Voided Check with Your Application

Termination of ACH Direct Pay Agreement

I _____ wish to terminate my ACH withdrawal agreement effective
Date _____ Signed _____

ACH (Automatic Payment Withdrawal) is a service offered by the Gresham Utilities for automatic withdrawal from a checking or savings account for your monthly utility invoice payment. By signing up for this service you will no longer have the worry of missing a payment, penalties for late payments or possible disconnection of service for a missed payment.

The monthly payment will be withdrawn on the due date of the 15th of the month or the first business day after.

Fill in the application provided and mail or drop it off at the Utility Office located at 1126 Main St Gresham. Please include a voided check if using a checking account. If using a savings account you will need to include a deposit slip with the routing and account number. You can mail the completed application to Gresham Municipal Utilities (GMU), PO Box 50, Gresham, WI 54128.

The first month after the application is submitted will be a pre-test with Gresham Bank and NO payment withdrawal will be made. After the pre-test is completed and approved, the payment withdrawal will begin on the second month, after application is submitted. Watch your monthly statement for the notation, “ DO NOT PAY AUTOMATIC WITHDRAWAL” on the top right of your billing statement.

Once your ACH is activated, you will still receive an invoice each month which will have a notation on the top right that will indicate that you do not need to send a payment as it will be automatically withdrawn on the due date.

For more information regarding this ACH (Automatic Payment Withdrawal) or for assistance filling in the application, Contact Grace, Finance Supervisor, Gresham Utilities at 715-787-3990 or by e-mail at gschwefel@villageofgresham.us