

Monthly Bill Direct Payment Plan Enrollment

You can pay your scheduled monthly payment from your checking or savings account automatically-no checks to write, stamps to buy, or late payments. It's free, fast and completely hassle free!

Q. Who is eligible for the program?

A. All Pine City customers who have contractual monthly scheduled payments are eligible to sign up.

Q. How do I sign up?

A. It's easy. Just complete and return the attached authorization form. The City bills monthly with a payment due date as set by your agreement.

Q. When will my automatic payment come out of my bank account?

A. 2-3 days before the payment due date.

Q. How can I be sure that my bill has been paid?

A. Your monthly bank statement will reflect the automatic payment.

Q. Who do I call if I have a question about this program or my utility bill?

A. Call the City of Pine City at **320-438-1019** or 320-629-2575

Q. What if I try the Bill Automatic Draft – ACHA Plan and I don't like it?

A. You can cancel your authorization for automatic payments at any time by notifying us in writing or by emailing us at

ldunbar@pinecitymn.gov

Automatic Draft – ACHA Plan Authorization Form



Please enroll me in the Pine City Monthly Bill Automatic Draft - ACHA Plan. I authorize the City to collect payment of my bill by initiating automatic withdraws from the bank account shown on the attached voided check or deposit slip.

Print Name: _____

Print Address: _____

Signature of Authorized Individual on Account: _____

Date: _____

Account Number: _____

Print Name of Bank: _____

Checking Account (attach voided check) _____

Or

Savings Account (attach deposit slip) _____

Return to: City of Pine City
Public Works Department
1015 Hillside Ave SW, Suite 2
Pine City, MN 55063