## **Baldwin Township**

1119 Monument Road, Tawas City, MI 48763

## Automatic Water/Sewer Payment Program

With Automatic Payment, you can have your Water/Sewer paid from any participating bank savings and loan, or credit union account. Please complete the attached form, return it, and start enjoying the following benefits.

No check to write

No postage to pay

No trip to the Township to pay your bill

Be sure there is enough money in your account to cover the balance of your statement and remember to record the payment in your records.

Water/Sewer bills will be due on the 25<sup>th</sup> of each month, auto pay will be deducted on the 23<sup>rd</sup> of each month

For additional information regarding this service please contact the Baldwin Township Water Department at (989)-362-2448 during normal business hours or Email <a href="mailto:www.net">wwirleydpw@baldwintwp.net</a>

## **Questions and Answers**

HOW LONG DOES IT TAKE TO GET ON THE PLAN? The last date to sign up for auto bill pay is one month prior to the payment date.

WHAT IF I HAVE A QUESTION CONCERNIG MY BILL. Contact the Baldwin Township Water Department office 5 business days prior to the due date.

WHAT IF THERE ISN'T ENOUGH MONEY IN MY ACCOUNT? Your payment will be treated as a check with insufficient funds. Your payment will be reversed, and any penalties will be applied your account (for late/non-payment).

CAN I WITHDRAW FOM THE PROGRAM? Yes, Notify the Baldwin Township Water Department office in writing 30 days in advance if you wish to discontinue service.

HOW DO I SIGN UP? Complete the attached form. Enclose a copy of a VOIDED check or savings deposit slip and return to Baldwin Township Water Department P.O. Box 13 East Tawas, MI. 48730. Form also can be dropped off at Baldwin Township Water Department 642 Aulerich Rd. East Tawas, MI, 48730.

Cathy Pittsley Clerk

Clifford Miller Trustee Baldwin Township Board

Christopher Martin Supervisor Patricia Spriggs Treasurer

> David Hoin Trustee