



## *Automatic Pay Plan for Your Quarterly Fontana Water/Sewer Bills!*

### OVERVIEW

We will automatically deduct your Village of Fontana water/sewer charges each quarter from your designated checking or savings account. No more fees assessed for late payments & you'll save on postage too!

### HOW IT WORKS

When you enroll, you authorize a quarterly deduction from your checking or savings account. You will continue to receive your regular quarterly bill that shows your usage and other information.

Your bill will remind you that you are in the Automatic Pay Plan (APP) when **"Do Not Pay-Auto Pay Plan"** prints at the top of your bill. You simply deduct the current charges listed on your bill from your checking or savings account register. If you would like to cancel your APP withdrawal or change bank accounts, please contact us 7-10 business days before your payment is scheduled to be taken out of your bank.

### WHEN WILL MY BANK ACCOUNT BE DEDUCTED

Your bank account will be deducted by the actual amount of your bill on the due date which is the 20<sup>th</sup> of the month of the billing. Remember that the Village of Fontana bills quarterly every January 1<sup>st</sup>, April 1<sup>st</sup>, July 1<sup>st</sup> and October 1<sup>st</sup>.

### ENROLL OR UPDATE INFORMATION

You can enroll or update your bank information by using the enrollment form below. Have your Fontana account number and banking information handy. Mail the enrollment form to our P.O. Box, or drop it by the Village Hall (night drop box available) or fax it to us. Please continue to pay your bill until your bill states **"Do Not Pay-Auto Pay Plan"** which confirms your enrollment. Please call or e-mail us with any questions you may have.

# VILLAGE OF FONTANA-ON-GENEVA LAKE

P.O. Box 200  
175 VALLEY VIEW DRIVE  
FONTANA, WISCONSIN 53125

Phone: 262-275-6138 Fax: 262-275-8088 E-mail: [treasurer@villageoffontana.com](mailto:treasurer@villageoffontana.com) www.villageoffontana.com

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## Automatic Payment Plan – Residential Water/Sewer Billing Enrollment Form

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1. Please enroll my account in your Automatic Pay Plan.  
Complete all sections. Please use a separate form for each account.

Name (as it appears on your bill) \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

Daytime Phone (\_\_\_\_\_) \_\_\_\_\_

2. Your Water/Sewer Account Number: \_\_\_\_\_ Fontana street address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. I authorize the Village of Fontana to instruct my financial institution to deduct my utility payments from my checking or savings account. If at any time I decide to change banks or discontinue this payment service, I will notify the Village of Fontana.

Signature \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_ I have enclosed a voided check OR

\_\_\_\_ I am using a savings account to enroll in the Automatic Payment Plan.

Your Bank Routing Number \_\_\_\_\_

Your Bank Account Number \_\_\_\_\_

Please continue to pay your quarterly bill until your bill states "Do Not Pay–Auto Pay Plan".

Send to: Village of Fontana, PO Box 200, Fontana, WI 53125 or drop off at the Village Hall.