



ABP

Automatic Bill Payment Sign Up Today!



Now you can save time and money, and never worry about late-payment charges. With ABP (Automated Bill Payment), the amount of your bill payment is transferred on the due date to the City of Easton from a checking or savings account that you designate. Your bill shows the amount and the date due. There are no sign-up fees, and the City of Easton does not have access to your account information, so your privacy is protected.

- Q.** How do I sign-up?
A. Complete the ABP authorization form on the back and forward your information to the Utility Billing Office who will then notify you of the start-up of the service.
- Q.** How will my bill be paid?
A. On the date shown on your bill The Utility Billing Office will inform your financial institution of the amount due. They will automatically pay that amount from your account.
- Q.** When will this take effect?
A. Please continue to pay until notification is made on your bill. Please allow 6-8 weeks.
- Q.** What if my account is with a credit union or savings institution?
A. All financial institutions participate.
- Q.** How will I know how much my bill is?
A. The Utility Billing Office will send you a copy of the bill, at least 10 days before it is due and indicate when the amount will be paid.
- Q.** What if I have questions about my bill or want to stop the direct payment plan?
A. Simply call the Utility Billing Office (610) 250-6689.
- Q.** How can I be sure my bill has been paid?
A. Your payment will be clearly itemized on your monthly account statement.
- Q.** Is there a charge for this service?
A. NO. The City of Easton will not charge for the automatic bill payments.

Sign-Up form on the reverse side

ABP

Automatic Bill Payment Sign-Up Form

Account# _____ Contact Phone Number (____) ____ - _____
(This number is on your utility bill)

Name _____

Address _____

City _____ State _____ Zip _____

Name as it appears
on your bank account _____

Name of your Financial
Institution _____

Check One (A) Savings Account [] Statement Savings Only

Account Number _____

ABA Routing Number _____

(B) Checking Account [] Must send a "VOID" check

Authorization Agreement for Prearranged Payments

I hereby authorize my financial Institution to charge the account I have specified in the amount of my monthly City of Easton Utility Bill and send the amount to the City of Easton. I agree that each charge to my account shall be the same as if I had assigned a check to pay my bill. This authority will remain in effect until I notify the City of Easton otherwise. If I change the account or financial institution specified, I will provide written authorization for the new financial institution to the City of Easton. In addition, I have the right to stop payment before the account is charged. I understand both the financial institution and the City of Easton reserve the right to terminate this payment plan and/or my participation therein.

Signature _____ Date _____

Mail this Application check To:

City of Easton
Attn: Utility Billing Department
1 South Third Street
Easton, PA 18042

Or fax to (610) 250-6790



Be sure to include a "VOID" check with this application if "B" above selected – "Checking Account"