

# TOWN OF LAPEL

OFFICE OF TOWN CLERK-TREASURER  
MUNICIPAL UTILITIES  
GAS, WATER AND SEWER  
PHONE: 765-534-3157  
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825 N. MAIN ST  
P.O. BOX 999  
LAPEL, IN 46051-0999

Dear Utility Customer:

The Town of Lapel is pleased to introduce AUTOMATIC PAYMENT option for all Town of Lapel utility customers. Starting in January 2020, customers have the option to have their utility payment automatically deducted from the bank account of their choice. Payment deductions will be automatically processed on the 15<sup>th</sup> of each month. If the 15<sup>th</sup> falls on a Saturday the payment will be deducted on the Friday prior; if the 15<sup>th</sup> falls on a Sunday the payment will be deducted on the following Monday.

To start the automatic payment process, the attached form must be personally signed and delivered to the Town Hall, or dropped in the night deposit box. Customers have the opportunity to opt in or out of the automatic payment option by the 10<sup>th</sup> of each month.

Contact the Town Hall office during regular business hours 8:00-4:00 Monday through Friday with any questions.



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ACCT: \_\_\_\_\_ BANK NAME: \_\_\_\_\_

NAME: \_\_\_\_\_ BANK ROUTING NUMBER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ BANK ACCOUNT NUMBER: \_\_\_\_\_

\_\_\_\_\_  CHECKING  SAVINGS

I hereby give my consent for the Town of Lapel to automatically deduct my monthly utility bill from the above noted bank accounts:

SIGNATURE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_