



Boothbay Harbor Sewer District
 27 Sea Street
 Boothbay Harbor, ME 04538
 Phone# 207-633-4663

ACH Authorization Form

CREDIT/DEBIT AUTHORIZATION FORM

I (we) hereby authorize **BOOTHBAY HARBOR SEWER DISTRICT** to initiate entries to my (our) checking/savings accounts at the financial institution listed below (THE FINANCIAL INSTITUTION), and, if necessary, initiate adjustments for any transactions credited/debited in error. This authority will remain in effect until Boothbay Harbor Sewer District is notified by me (us) in writing to cancel it in such time as to afford Boothbay Harbor Sewer District and the Financial Institution a reasonable opportunity to act on it.

 (Name of Financial Institution)

 (Address of Financial Institution - Branch, City, State, & Zip)

Financial Institution Routing Number: _____

Checking/Savings Account Number: _____

(circle one)

These numbers are located on the bottom of your **check** (not a deposit slip) as follows:


Routing Number **Account Number**

Sewer Account #: _____ Service Location: _____

By signing below, I agree/understand I am allowing Boothbay Harbor Sewer District to deduct my quarterly payment directly from my account noted above on the 20th of the same month of which I am invoiced/billed. Should the 20th fall on a weekend or Holiday, I understand my quarterly payment will be deducted directly from my account noted above the next business day. Furthermore, by signing below, I agree/understand should my quarterly payment be unavailable for collection by Boothbay Harbor Sewer District on the date(s) noted above, my account with Boothbay Harbor Sewer District will be assessed with a \$50.00 charge for NSF/UCF and I will be removed from this service until my account is brought current and I complete a new ACH Authorization Form.

 (Signature)

 (Date)

 (Name - PLEASE PRINT)

 (Address - PLEASE PRINT)

 (Phone Number)

 (E-mail Address - PLEASE PRINT)

**PLEASE RETURN "ORIGINAL" SIGNED DOCUMENT TO BOOTHBAY HARBOR SEWER DISTRICT
 AND KEEP A "COPY" FOR YOUR FILES.**