



Zeeland Board of Public Works

350 E. Washington Avenue

Zeeland MI 49464

(616) 772-6212

Budget Plan and Automatic Payment – Please Print and Bring to Our Office

Sign-Up Months

- Accounts must have one-year of usage.
- Budget sign-up months are November and December.
- A zero balance is required before establishing a Budget account.

How the Budget Amount Is Set

- We determine the average amount charged for each utility over the past twelve months. This average is then multiplied by 110% to establish the budget amount.

Reconciliation Month

- In November of each year accounts will be reconciled. The total balance owing on the account will be due. Credits will be carried forward and the total amount due will appear on the December billing statement.

Payments

- Budget payments will be deducted from a checking or savings account on the due date.
- Returned payments will be charged a \$15.00 returned check fee and may result in removal from the Automatic Budget Payment Plan.

New: _____

Revised: _____

Name: _____

Address: _____

BPW Account No: _____

Indicate which account will be used for automatic payment:

Checking Acct: _____

Savings Acct: _____

Name of Bank: _____

Account No: _____

Bank Routing No: _____

Requested Start Date: _____

Please enclose a voided check or savings deposit slip with this form.

I have read the guidelines of the Budget Payment Plan and authorize the Zeeland Board of Public Works (ZBPW) to deduct my utility payments on the 20th day of each month or the next business day, and any additional charges that may occur in the reconciliation month from the checking or savings account listed above. I understand I may discontinue this service at any time. The ZBPW reserves the right to stop electronic payment privileges for reasons deemed necessary by the ZBPW.

Signature

Date