



**STOP PAYING YOUR UTILITY BILLS BY CHECK!!!
SAVE TIME AND MONEY WITH**



**PLEASANT PRAIRIE UTILITIES
AUTOMATIC BILL PAYMENT PLAN**

Save yourself the hassle of writing checks, stamping envelopes and making sure your payments are made on time by electing Pleasant Prairie’s Automatic Bill Payment Plan. This special time/money saving service will cost you nothing and your monthly utility bills will be automatically deducted from your account on the due date each month.

To join the Automatic Bill Payment Plan, simply:

- Fill out this enrollment form
- Attach a “Voided” check
- Sign and date the enrollment form
- Return completed form and voided check via:
 - USPS – 9915 39th Ave, Pleasant Prairie WI 53158
 - Email – utilitybill@plprairie.com

That’s it! Within one billing cycles, you will be notified on your billing statement when your automatic payment service begins. It will say “Automatic Pay” by the amount due on your statement. From that point on, each month Pleasant Prairie Utilities will send you a utility bill informing you of the amount you owe.

TERMS AND CONDITIONS OF ENROLLMENT

AUTHORIZATION: Complete the enrollment form.

NOTE: A “Voided” check **MUST** be enclosed to ensure accurate processing and the enrollment form **MUST** be signed.

CANCELLATION: This authority is to remain in effect until revoked by the customer, Pleasant Prairie Utilities or your financial institution.

STOP PAYMENT You have the right to stop payment of a charge by notifying your financial institution up to three (3) business days prior to the payment being deducted from your account. Any bank fees incurred will be your responsibility.

**PLEASANT PRAIRIE UTILITIES
AUTOMATIC BILL PAYMENT AND AUTHORIZATION ENROLLMENT FORM**

ATTACH A VOIDED CHECK

(Please Print)

Name: _____ Daytime Phone: _____

Address: _____ City/State: _____ Zip: _____

Account Number on Monthly Utility Bill: _____ Check One: New Sign Up Change

Customer Number on Monthly Utility Bill: _____

I authorize Pleasant Prairie Utilities to instruct my financial institution to deduct my utility payment from my account. If at any time I decide to discontinue this payment service, I will notify Pleasant Prairie Utilities in writing or by phone.

Signature: _____ Date: _____