Village of Allouez

EZ PAY AUTHORIZATION FORM

Sign up for EZ Pay to have your Allouez utility invoice automatically deducted from your bank account each month.

Return completed form by email to water@villageofallouezwi.gov or by mail to Village of Allouez, 1900 Libal St, Green Bay, WI 54301.

Utility Account Information	
Name:	
Service Address:	
Account Number:	
Phone #:	Alternate Phone #:
Email Address:	Enroll in E-Billing: ☐ Yes ☐ No

Banking Information	
Check One: ☐ New Enrollment ☐ Change	Check One: ☐ Checking ☐ Savings
Bank Name:	
Name on Bank Account:	
Bank Routing Number:	
Bank Account Number:	

If available, please include a copy of a voided check with this form.

I hereby authorize the Village of Allouez Water Department to initiate payment from my account at the institution named above or on the enclosed voided check and authorize that institution to debit my account for those entries. This authorization will remain in effect until I terminate it, allowing reasonable time for the Village of Allouez Water Department and my bank to act. I have the right to stop payment on an individual entry or to have entries corrected by timely notification to the Village of Allouez Water Department and my financial institution. The Village of Allouez Water Department also has the right to cancel this agreement at any time providing timely notification to me.

Signature: _____ Date: _____

Frequently Asked Questions

When will my EZ Pay payment be deducted?
Your account will be charged on the due date shown on the bill.

Are there any transaction fees associated with EZ Pay?
No. There is no charge for EZ Pay.

How will I know I'm enrolled in EZ Pay?
Once enrolled, your utility bill will have "paid by draft" printed near the amount due line to indicate your enrollment.

Will I still get a bill?
You will continue to receive a bill from the Village via the delivery method you chose (mail or email).

What if there is not enough money in my bank account to cover the payment?
Just as if you were paying by check, a $25.00 returned payment fee will be added to your account because the payment was not honored by your financial institution.

I switched banks. How do I update my EZ Pay banking information?

1. Notify the Water Department of the change at 920-448-2808 or by email at water@villageofallouezwi.gov.
2. Recomplete an EZ Pay Authorization form with your updated banking information.
3. Submit the completed form to the Village at least 5 business days prior to the current bill's due date to avoid a returned payment fee.

Submitting your Completed EZ Pay Form:

Email:
water@villageofallouezwi.gov

Online:
www.villageofallouezwi.gov/submit/

Mail:
Village of Allouez
1900 Libal St
Green Bay, WI 54301