

# WEST BOYLSTON MUNICIPAL LIGHTING PLANT

4 Crescent Street, West Boylston, Massachusetts 01583

Telephone (508) 835-3681

Fax (508) 835-2952

## Automatic Direct Payment

As part of our commitment to provide you with the best service possible, West Boylston Municipal Light Department proudly presents Direct Payment. Through Direct Payment, you will never again have to write a check or remember to mail your light payments. You will continue to receive your monthly electric bill, however, on a specified date, the amount of your bill will automatically be deducted from your checking account and you will no longer have to be concerned about missing your discount.

## Frequently Asked Questions:

Q. Will it cost me to enroll in this program?

A. *No.*

Q. What if I think my bill is incorrect?

A. *You have seven (7) days from the bill date to call us to dispute the bill before the payment is deducted from your account.*

Q. Where do I find my Bank Account routing number?

A. *Your Bank Account routing number is a nine-digit number located in the bottom left-hand corner of your check and is unique to your financial institution.*

Q. Where is Bank Account Number?

A. *Your Bank Account number is also located at the bottom of your check, usually next to the Routing Number. The number of digits used for your bank account number varies by institution.*

Q. If I already pay my bills online through a third-party payment service like Bank of America, why should I change?

A. *When you pay your bill through a third-party payment service you may think it's a direct electronic transfer, however, it is not. Third party payment services mail physical checks to us. Also, many services charge a transfer fee, while ours is FREE. Our Direct Payment program is an actual electronic transfer from your checking account to our bank account.*

Q. How do I sign up?

A. *First, complete the form on the back of this sheet and attach a VOIDED check. Then mail to West Boylston Municipal Light Department, 4 Crescent Street, West Boylston, MA or drop it off at our office.*

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## AUTOMATIC DIRECT PAYMENT AUTHORIZATION FORM

CUSTOMER NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

WBMLP ACCOUNT NUMBER \_\_\_\_\_

NAME OF BANK \_\_\_\_\_

ROUTING NUMBER \_\_\_\_\_

ACCOUNT NUMBER \_\_\_\_\_

SIGNATURE \_\_\_\_\_

JOINT ACCOUNT  
OWNER SIGNATURE \_\_\_\_\_

PLEASE RETURN THIS FORM AND A VOIDED CHECK TO:

West Boylston Municipal Lighting Plant  
4 Crescent Street, West Boylston, MA 01583