

# **Bank Draft Services**

## **For Water and Sewer Customers**

**The Town of Wytheville would like to provide you a convenient way to make paying your water and/or sewer bill easy!**

The Town of Wytheville will work with your bank to automatically draft either your checking or savings account to pay your bill.

Every month you will save:

- Time
- A Check
- Postage

To become a bank draft customer, please complete the [BANK DRAFT AUTHORIZATION FORM](#) and include a VOID check if you wish drafting from your checking account or include a VOID savings/deposit withdrawal slip if you wish drafting from your savings account.

You can select multiple water/sewer bills to be drafted from the same banking account.

It will take approximately 45 days before your bank will begin drafting from the selected bank account.

Once the bank drafting is in effect, the message "Auto Draft on (Date)" will appear on your monthly bill. The amount of your bill will be drafted on the 3<sup>rd</sup> of each month.

Please note, if you change banks, to prevent a delay in your drafting, contact our office immediately.

The Town hopes you will take advantage of this convenient way to pay your water/sewer bill. If you have any questions or need further assistance, please contact the Treasurer's Office at (276)223-3333 or visit our offices in the Municipal Building at 150 East Monroe Street.

### **Important Reminder**

Please continue to pay your monthly bill until your bill states "Auto Draft on (Date)". If there is a change in your bank, please contact our office immediately.