



**Town of Bristol**  
 Holley Hall  
 P.O. Box 249  
 Bristol, VT 05443  
 (802) 453-2410

## Direct Debit Authorization Agreement

To enroll in the direct debit program submit this completed agreement to the Treasurer's Office at least fifteen (15) days prior to a payment due date with an **attached voided check or deposit slip**. Applications received within fourteen (14) days of the due date will NOT go into effect until the following payment due date. This program is available ONLY through US banks.

I authorize the Town of Bristol to debit my bank account listed below in the exact amount of my property tax payment on the due date of each installment. I understand that if the due date falls on a weekend or holiday, the deduction is authorized to take place on the next business day.

Property Owner Last Name _____	Parcel ID#: _____
Property Location: _____	
Email: _____	Phone: _____

Bank Holder Name: _____	Bank Name: _____
Bank Account #: _____	Routing #: _____
<input type="checkbox"/> Checking	<input type="checkbox"/> Savings

I hereby acknowledge that I have signature authority on the above listed bank account and agree that sufficient funds will be available in said account on the due dates to permit payment of the above property tax account. I understand that failure to maintain sufficient funds in the above listed bank account will result in the Town assessing interest and delinquent penalty fees on any overdue balance at rates stated on the annual property tax bill. **I also understand that it is my responsibility to notify the Town at least fifteen (15) days prior to the payment due date if there is a change to my bank account.**

If you currently have this agreement on file in the Treasurer's office you do not need to resubmit it each year. I further agree that this direct debit authorization will remain in effect indefinitely, unless and until I provide at least fifteen (15) days written notice of its cancellation to the Treasurer's Office.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<i>For Office Use Only</i>	<input type="checkbox"/> <b>New Application</b>	<input type="checkbox"/> <b>Update</b>	<b>By:</b> _____
	<b>Received:</b> _____	<b>Processed:</b> _____	<b>Effective:</b> _____