



BRISTOL BAY BOROUGH

Automatic Payment (Auto-Pay) by credit card

Initial Request

Change

Cancellation

This agreement between the Customer and the Bristol Bay Borough authorizes the Bristol Bay Borough to collect payments for billing by charging the Customer's credit card.

Customer Name :

Mailing Address :

Home Phone :

Work/Message Phone:

Borough Account Number :

(One form per account)

Credit Card Information

Name :

Credit Card Type :

VISA

MASTERCARD

Credit Card Number :

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Expiration Date :

As an enrollee in this program, I understand that:

1. I will receive a bill each month even though I am enrolled on the automatic credit card payment plan. It will tell me the amount of my bill that was charged to my credit card account.
2. If I enroll after my bill has been generated, I will need to make payment arrangements for that month's payment.
3. The payment will be charged to my credit card account the day my bill is mailed. The next month's payment will be automatically charged to my account.
4. If my credit card account is declined for any reason, the Borough will attempt to contact me for alternate payment arrangements. My account will be subject to normal credit procedures and non-sufficient funds charge of \$25. If my payment is declined twice within a 12 month period, the Borough may cancel my participation in this program.
5. No more than one credit card company will be billed for each account.
6. If my credit card number changes, I will notify the Borough of the new account number. I will also notify the Borough of a change in credit card expiration date because the expiration date is necessary to process my payment. If I fail to provide this information prior to the payment date and the Borough is unable to process my payment, I will be responsible to an alternate payment arrangement and any late fee or non-sufficient funds charge that results.
7. I will notify the Borough at (907)246-4224 if I wish to cancel this agreement.
8. The Borough may cancel this agreement at any time with written notice.

By signing this authorization, the Customer acknowledges that he/she has read and agrees to all of the above.

Customer Signature :

Date :

Cardholder's Signature :

Date :

Please return this form to Bristol Bay Borough, P O Box 189, Naknek, Alaska 99633
Or fax to (907) 246-6633. For more information call Accounts Receivable at (907)246-4224.