

Automatic Tax Bill Paying: As Easy as 1-2-3

The City of Williamston is now offering Free Automatic Checking Withdrawal for tax bill payments.

The City strives to offer the best service to you, our customer. Automatic tax bill payment is a means of paying your tax bill with ease and at no cost to you.

Whether you are busy working, going on vacation or just looking to simplify your bill paying, automatic tax bill paying is the right choice for you. This service is offered free to all City customers, residential and business alike.

In addition to payment ease, use of this new system will pay your tax bill on time, every time. Never incur a late fee again!

Automatic Tax Bill Payment Process

You will still receive a tax bill on July 1st and December 1st that shows you the amount that will be withdrawn from your selected bank checking account. For summer taxes withdrawals will be made on September 12th. For winter taxes you may choose for withdrawals to occur on December 29th or February 12th. If the withdrawal date falls on a weekend or holiday, payment will be taken the next business day.

To begin the Automatic Bill Payment process, simply complete this authorization form and return it along with a VOIDED check to City Hall.

Just 3 Easy Steps and It's Free!

1. Fill out the authorization form.
2. Write "VOID" across the face of one of your checks.
3. Return the completed authorization form with your voided check to City Hall. Each person listed on the account will need to sign the authorization agreement. **(We cannot process without a voided check.)**

City of Williamston
Authorization Agreement for Pre-Authorized Tax Bill Payment

I (we) authorize the City of Williamston to initiate withdrawals from my (our) account for the amount of my (our) bi-annual property tax bill payment. I (we) understand my (our) automatic payment will be deducted from my (our) checking account at the financial institution below and further authorize them to do so. This authority is to remain in effect until the City of Williamston has received written notification from me (us) of its termination and in such time that the City and the bank has reasonable opportunity to act on it.

Name/Names on the Account

Address

Phone Number

Parcel Number/Numbers

Name of Financial Institution

Routing Number Checking Account Number

Summer Taxes will be withdrawn on 9/12. Winter Taxes will be withdrawn _____ 12/29
_____ 2/12.

Signature Date

Signature Date

City of Williamston
161 E. Grand River Ave.
Williamston, MI 48895
Phone: 517-655-2774
Fax: 517-655-2797
www.williamston-mi.us