

TOWN of
COALHURST



UTILITIES AUTO PAYMENT PLAN

The Town of Coalhurst is excited to introduce Auto Payments for Utility Bills. This service allows residents to have their utility bill payments automatically withdrawn from their bank account on the 15th of each month. This means less bills to worry about paying on time, which means less penalties!

This is a completely optional service to only those who wish to sign up. It will begin on November 15, 2016. In order to sign up for the service, please follow the three easy steps below:

- 1. Pick up and fill out a “Utilities Auto Payment Form” at the Town Office or download one at www.coalhurst.ca/services/utilities-services.**
- 2. Drop off the completed form with a void cheque or Bank Pre-Authorized Debit sheet at the Town Office, or scan and email it to cmccann@coalhurst.ca. Emailed photographs will not be accepted.**
- 3. New sign up forms need to be handed in at least 30 days prior to the next withdrawal date. The first Automatic Payments will begin on November 15, 2016 and subsequent payments will be taken out on the 15th of each month.**

Please contact Cathi McCann or Kyle Bullock at the Town Office if you have any questions regarding the service. We hope that this option will make it more convenient for residents to make payments faster and on time.

Thanks,

Kyle Bullock, CPA, CMA
Director of Corporate Services
kbullock@coalhurst.ca