



**APPLICATION FOR AUTOMATIC WATER BILL PAYMENT PLAN ENROLLMENT FORM**

**How Does It Work?**

It's easy! Just complete the enrollment form, sign it, **attach a voided check** and return to: *Kenosha Water Utility  
4401 Green Bay Road  
Kenosha, WI 53144*

**When will this take effect?**

Normally within 4-6 weeks.

**How will my bill be paid?**

On the due date shown on your water bill, your amount due will be deducted from your checking or savings account.

**How can I be sure my bill has been paid?**

You will still receive a water bill, but the bottom of the bill will say **\*\*DO NOT PAY-DIRECT DEBIT\*\***. The payment will also appear on your checking or savings account statement on the bill due date.

**What if I have a question about my bill or want to stop the automatic water bill payment plan?**

Call our office at (262) 653-4300 for questions or to stop the automatic payment plan.

**Is this just for one time?**

No, this is ongoing for your bills every billing cycle. On the due date shown on your bill, your amount due will automatically be deducted from your checking or savings account.

**Can I sign up online?**

Yes, online sign up is available at [www.directpaymentplan.com](http://www.directpaymentplan.com). There is no charge for this service.

\*\*\*\*\*DETACH & RETURN\*\*\*\*\*

**Automatic Water Bill Payment Plan Enrollment Form**

Customer Name \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Kenosha Water Utility Account # \_\_\_\_\_ (number is located in the center at the top of 'CUSTOMER COPY' portion of your bill).

I authorize the Kenosha Water Utility to instruct my financial institution to deduct my payment for the account listed above. If at any time I decide to discontinue this payment service, I will notify the Kenosha Water Utility.

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

Mail or return to Kenosha Water Utility, 4401 Green Bay Road, Kenosha, WI 53144  
*(Don't forget to attach a voided check)*