OFFICE OF THE CLERK/TREASURER

City of Burlington

City Hall, 149 Church Street, Burlington, VT 05401

Voice (802) 865-7000
Fax (802) 865-7014
Deaf/Hard of Hearing 711

AUTOMATIC BANK ACCOUNT DEDUCTION FOR PROPERTY TAX PAYMENTS

The City of Burlington will issue an electronic withdrawal from your checking or savings account (U.S. Banks Only) and apply it to your tax bill free of charge. Deductions are made quarterly. For further information, please contact the Clerk/Treasurer's Office at 802-865-7000.

To sign up for this service, please complete the bottom of this form and return to:

Burlington Clerk/Treasurer's Office
149 Church Street
Burlington, VT 05401
Attn: Auto Tax Deduct

If sending by email, please send to **directdebithelp@burlingtonvt.gov**. Completed forms must be received 3 weeks before property tax due dates.

To stop or change accounts for this service, please send a written notice to the above address or email referencing the property owner(s) and location.

Name(s): _____

Phone#: _____ Email: _____

Property Address:_____

Mailing Address (if different): _____

Parcel #(s) _____, _____, _____, _____

I (we) hereby authorize the City of Burlington to initiate a debit entry to my (our) account indicated below the depository named below, to debit same to such account.

Name of Bank: _____ Bank Phone#: _____

9 Digit ABA Number*: __ __ __ __ __ __ __ __ __ Account# (include all zeros): _____

*The ABA Number is the first nine digits on the bottom of your check

Type of Account: ☐ **Checking** ☐ **Savings**

Payments will be deducted quarterly on the due dates – the 12th of August, November, March and June

This authority is to remain in force and effect until the City of Burlington and Depository received written notification from me (or either of us) of its termination and in such manner as to afford the City of Burlington and Depository a reasonable opportunity to act on it.

_____ _____ Date: _____

Signature Signature

Please confirm direct debit setup by contacting me at the above ☐ phone or ☐ email address.