

ELECTRONIC FUNDS TRANSFER

For your convenience, the Town of Lantana offers an Electronic Funds Transfer (EFT) payment option designed to make utility payments more convenient, economical and efficient. This will save you time and money by eliminating check preparation and postage. Your payment will be made automatically by a direct debit to your bank account. **You will continue to receive a monthly utility bill.**

To Enroll in the EFT payment option, complete the application (other side) and return with a voided check or bank letter with account and routing information. (Write “VOID” in the space for your signature line. Do NOT mail in a deposit slip)

Your enrollment in the EFT payment option will take 2 billing cycles (approximately 2 months) to become active. Please continue paying your monthly bill until you see *DO NOT PAY* in the amount due column.

Once your account has been verified, the total amount due, listed on your utility bill, will be deducted on the “DUE DATE”. Any questions or disputes regarding your bill must be made 5 business days PRIOR to your payment deduction.

There is no charge from the Town of Lantana for this service; however, your bank may charge a fee.

If there are insufficient funds in your bank account on the payment date, the automatic payment will NOT be honored, and you may be penalized by the bank and/or the Town of Lantana. Any payment refused by your bank will be handled the same as a “Non-sufficient Funds” check (NSF), and your account will be assessed a \$25 service charge. Cash or money order will be required within 72 hours of being notified of the NSF.

NOTE: Written notification is required 5 business days in advance should you change banks and/or bank account numbers, or decide you no longer want to participate in the EFT program. If your bank information changes, it could take up to 2 billing cycles to take effect.

We hope you will find the EFT payment option a valuable tool in managing your payments and we look forward to helping you save time and money. Should you have any questions, please contact Leela Bissessar at (561) 540-5002.

Sincerely,

Town of Lantana Utility Billing

(Complete the Other Side)



ELECTRONIC FUNDS TRANSFER APPLICATION
(Please print or type)

Customer Information:

Utility Account No. _____

Name _____

Service Address: _____

Home Phone No. _____ **Mobile Phone No.** _____

Email Address: _____

For your convenience, you may return this application with your payment. Do not forget to affix a "VOIDED" check below or attach a bank letter.

CUSTOMER SIGNATURE: _____ **DATE:** _____

Affix Voided Check Here or Attach Bank Letter
(A deposit slip will not provide accurate information)

<u>Office Use Only:</u>		
Received: _____	Entered: _____	Tested: _____
Active: _____		