



City of Marine City  
 Finance Department  
 303 S. Water St.  
 Marine City, MI 48039  
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 memcdonald@marinecity-mi.org

# Automatic Payment Authorization

**TAX BILLS**

The City of Marine City's automated bill payment program is an easy and convenient way to ensure your taxes are automatically deducted from your bank account each billing period. You qualify if you have a valid checking or savings account. Please note all information must be completed in full.

Date: \_\_\_\_\_

## CUSTOMER INFORMATION

Customer Name: \_\_\_\_\_  
 (As it appears on your savings or checking account)

Contact Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City Utility Service Account No. or Address: \_\_\_\_\_

## FINANCIAL INSTITUTION INFORMATION

Financial Institution Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Financial Institution Address: \_\_\_\_\_

Debit My: \_\_\_\_\_ Savings Account (Attach deposit slip) \_\_\_\_\_ Checking (Attach voided check)

Account Number: \_\_\_\_\_ Routing Number: \_\_\_\_\_

## AUTHORIZATION AGREEMENT

**I hereby authorize the City of Marine City to withdraw from my bank account my tax amount on the due date of the bill. This will remain in effect until written notice has been received by the City of Marine City in such a manner as to afford reasonable time to act on it.**

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

\* If your account does not have sufficient funds to cover your bill, you will be assessed a processing fee of \$25.00 to cover our additional expenses. Your bank or credit union may also assess an overdraft charge. If you have any questions please call financial director, Mary Ellen McDonald at (810) 765-8847.