

AUTOMATIC BILL PAYMENT SIGN UP



Never miss a payment again! Automatic bill payment is a simplified method of paying your electricity bill each month. Just fill out the form on the back and return it to our office with a voided check to use this easy service. This is a free service offered by Hancock-Wood.

How do I sign up?

- Simply complete the form on the back with an enclosed voided check and mail it to our office. Your electric account must have a zero balance in order to sign up.

How will I know how much my bill is?

- Hancock-Wood will send a monthly billing statement showing the amount that is due and the date the payment will be deducted.

What if there isn't enough money in the account?

- The statement of the amount to be deducted will be mailed 10-15 days in advance to the date the money will be taken out of the account, giving Members enough time to make a deposit. If there is not enough money in the account to cover the payment, it will be treated as a "bounced" check and a service charge will be issued.

How long do I wait for the plan to take effect?

- Depending on when you sign up, your account will be converted in 30-60 days. Your bill will say "payment automatically deducted on (date)" when the plan is in effect.

FORM AND AGREEMENT ON BACK

1399 Business Park Drive South, P.O. Box 190
North Baltimore, Ohio 45872-0190
hwe.coop • info@hwe.coop • 800-445-4840

Members First!

HANCOCK-WOOD
ELECTRIC COOPERATIVE
A Touchstone Energy® Cooperative

AUTOMATIC BILL PAYMENT SIGN UP

Authorization Agreement

I (we) hereby authorize Hancock-Wood Electric Cooperative, Inc., to initiate debit entries to my (our) checking account indicated below and the depository named below, hereinafter called DEPOSITORY, to debit the same to such account.

Depository Name: _____

Branch: _____

City: _____ ST: ____ Zip: _____

Transit/ABA#: _____

Acct #: _____

The authority is to remain in full force and effect until Hancock-Wood Electric Cooperative has received written notification from me (or either of us) of its termination in such time and in such manner as to afford Hancock-Wood Electric and DEPOSITORY a reasonable opportunity to act on it. I (either of us) have the right to stop payment of a debit entry by notification to DEPOSITORY at such time as to afford DEPOSITORY a reasonable opportunity to act on it prior to charging the account. If there is an erroneous debit, the erroneous debit will be credited to the account by DEPOSITORY. If there are not enough funds in the account to cover the amount of the debit, there will be a "not sufficient funds" charge by Hancock-Wood Electric. Hancock-Wood Electric reserves the right to cancel the agreement at any time.

Yes, my Hancock-Wood account balance is zero. (Must be zero to sign up.)

Date: _____

Name #1: _____

Name #2: _____

Address: _____

City: _____ ST: ____ Zip: _____

Phone: _____

Email: _____

HWE Acct. No.: _____

Name #1 signature: _____

Name #2 signature: _____

On a joint account, both parties must sign. Also, please attach a voided check.

Mail to:

Hancock-Wood Electric Cooperative, Inc.

1399 Business Park Drive South

P.O. Box 190

North Baltimore, OH 45872-0190

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