

NOTICE TO TAXPAYERS OF THE TOWN OF WILLIAMSTOWN

Effective with the November 2015 tax payment and December 2015 utility payment, the Town of Williamstown will be offering taxpayers the option to have their property tax and water/sewer payments automatically withdrawn from their checking or savings account. By signing up for “AutoPay”, taxpayers will:

- Eliminate the possibility of late or lost payments and any penalties that may occur as a result.
- Reduce trips to the Town office.
- Reduce postage.
- The payment(s) is/are withdrawn from your account on the due date(s), and no sooner. Should a due date fall on a Saturday, Sunday or holiday, the payment will be deducted from your account on the next business day without penalty.

How do I sign up?

To sign up for AutoPay, simply stop by the Town office and pick-up an enrollment form, visit the town’s website (www.williamstownvt.org) and print one or call 433-5455 x205 and one will be sent to you. When returning the completed form(s), please include a voided check or preprinted deposit slip. This will help ensure that your account number and bank number are accurate. A voided check or preprinted deposit slip is mandatory to activate AutoPay. Once the paperwork is complete, you will be notified by the Town when the first payment will start. Please note that there are separate enrollment forms for property taxes and water/sewer bills and a separate form must be submitted for each parcel and/or account.

**SIGN-UP TODAY AND ENJOY THE CONVENIENCE OF
AUTOMATED TAX PAYMENTS**

**For any additional questions regarding AutoPay, please call the number listed
above.**