

Missaukee County Treasurer
111 S. Canal St, P.O. Box 800
Lake City, MI 49651

Visit us online: www.missaukee.org/departments/treasurer
Email us: tax@missaukee.org
Give us a call: 231-839-4967 x 205
Fax us: 231-839-3684

Dear Taxpayer,

We appreciate your payment. We accept personal checks, VISA, MasterCard, Discover and automatic payments from your bank account. Automatic payments are easy to do and we safeguard your bank information. Fill out the form below and submit it to the Treasurer's Office, along with a copy of a cancelled check, by fax, email, mail or bringing it into our office.

We accept partial payments of any kind. You can use this form if you would like to begin making automatic monthly payments of a manageable amount from your checking or savings account. We want to help you catch up and become paid in full.

AUTHORIZATION FOR AUTOMATIC PAYMENT OF DELINQUENT PROPERTY TAXES FROM YOUR BANK ACCOUNT (ACH)

Name and Address - As it appears on the Bank Account:

*Property Tax Number: _____

*Name: _____

*Property Address: _____

*Mailing Address: _____

*City: _____

*City, _____

*Phone: _____

*State, Zip: _____

or

Cell: _____

Payment Details

*Payment Frequency: (Check one)

Email: _____

_____ One Time Payment-processed on the next available day following "Begin Day".

_____ Recurring Payment

*Bank Name: _____

*Payment Day: (Check at least one)

*Bank Routing #: _____

_____ 10th of the Month For location of Routing # click here

_____ 20th of the Month

*Bank Account #: _____

For location of Account # click here

\$ _____ *Payment Amount - If the 10th or the 20th fall on a weekend or bank holiday, payments are processed on the next available business day.

*Bank Account Type: _____ Checking _____ Savings

*Begin Date: _____ (MM/DD/YYYY)

*End Date: _____ (MM/DD/YYYY) or enter when delq taxes "Paid in Full"

IMPORTANT!!! All items with an * must be completed. A cancelled check must be submitted along with the completed form. IMPORTANT!!!

Call our office at 231-839-4967 x 205 or email tax@missaukee.org with any questions you may have about automatic payments.

(Please initial)

*I hereby authorize the Missaukee County Treasurer to initiate an electronic transaction to my bank account at the financial institution indicated above. Transactions will be completed according to payment details provided above. I further authorize the Treasurer to recover funds deposited in error by debiting my bank account or adjusting future transactions. Michigan Law governs electronic funds transactions authorized by this Agreement in all respects except as otherwise superseded by Federal Law.

I understand requests to stop ACH payments must be received by our office **IN WRITING** at least two business days prior to the deduction date. (A new form is required to continue after stopping ACH payments.) There is a \$30 fee for each returned ACH.

*Signature: _____

*Date: _____ (MM/DD/YYYY)

Fax completed form and a cancelled check to: 231-839-3684 or mail to: Missaukee County Treasurer, P.O. Box 800, Lake City, MI 49651