City of Maple Grove

Utility Billing

Automatic Payment Form

Is it easy?
Very easy. You can automatically pay your utility bill using your checking account or a Visa, Mastercard, Discover or American Express. No checks to write, no postage to buy, no late payments. It's free, fast and completely hassle free.

How do I sign up?
Complete and return the attached automatic payment plan authorization form.

How soon will the automatic payment plan start?
The process should take effect with your next billing cycle. We bill quarterly. Please continue to pay your bill as usual until the message "Automatic Payment-Do Not Pay" appears on the top portion of your bill.

If I don't sign up now, will I be able to enroll later?
Yes. Simply call us at (763) 494-6330 and we will send you an Automatic Payment Plan Authorization Form.

How can I be sure my bill has been paid?
Your monthly bank statement or credit card bill will clearly reflect the automatic payment.

What if I have questions about my bill?
Contact the City of Maple Grove utility billing department at (763) 494-6330.

Is there a charge for this service?
No. The city does not charge for automatic payments, and you enjoy the savings of no postage to mail your bills.

What if I change banks or accounts?
Just call us at (763) 494-6330.

What if I try the automatic payment plan and don't like it?
You can cancel your automatic payments at any time by calling us at (763) 494-6330.

When will the payment be transferred from my checking account or credit/debit card?
It will be transferred on the billing due date.

Where should I send this form?
City of Maple Grove
PO Box 1180
Maple Grove, MN 55311-6180 or

Fax (763) 494-6401

Automatic Payment Plan Authorization Form

Please enroll me in the City of Maple Grove's utility billing automatic payment program. I authorize the city to collect payment on my utility bill by initiating recurring debit entries (deductions) to the bank account or credit/debit card shown below.

I understand that this authorization will continue in force until discontinued by me.

Name:_____

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Utility Billing Account # Customer #

Street Address: _____
Date: _____

Signature: _____
E-mail: _____
Phone #: _____

☐ **Checking**

Financial Insitution: _____

Routing # **Bank Account #**

_____ _____

☐ **Credit/Debit card**

Credit Card #

Cardholder Name: _____
Expiration Date: _____
CVC Code: _____

CVC Code is the 3 digit code on the back of your Visa, Mastercard, Discover or the 4 digit code on the front of your American Express card.