



# Borough of Beachwood

## AUTHORIZATION AGREEMENT FOR DIRECT DEPOSIT (ACH DEBITS)

Please check the appropriate lines:

\_\_\_\_\_ : Initial Authorization      \_\_\_\_\_ : Change of Account Number

I authorize the Township of Beachwood to debit the account-identified quarterly for Property Taxes and Water payments. Payments will be debited from the account on the 3<sup>rd</sup> of the month that taxes are due (February, May, August and November) If the 3<sup>rd</sup> day occurs on a weekend or holiday the payment will be effective the next business day. Applications must be received at least 10 days prior to the date of the next payment.

**Please attach a voided check on the account that you wish to have debited for the purpose of verifying the bank's routing number and account number.**

This authorization shall remain in full force until I cancel it in writing by sending my notice at least 10 days prior to the date of the next scheduled debit.

**Option: Tax** \_\_\_\_\_ **Water** \_\_\_\_\_ **Or Both** \_\_\_\_\_

**Property Information:**

Block \_\_\_\_\_ Lot \_\_\_\_\_

Property Location \_\_\_\_\_

Mailing Address (If Different) \_\_\_\_\_

Phone Number(s) \_\_\_\_\_

Email \_\_\_\_\_

**Bank Information:**

Bank Name: \_\_\_\_\_

9 Digit Routing Number \_\_\_\_\_

Account Number \_\_\_\_\_

Date \_\_\_\_\_

Signature of Account Holder \_\_\_\_\_

Any questions please contact us at 732-286-6000 Ext. 201 or Ext. 204

**\*\*IF YOU SELL YOUR PROPERTY, YOU MUST CALL AND CANCEL YOUR ACH AT 732-286-6000 EXT 201 or EXT 204\*\***

YOU CAN E-MAIL FORM AND DOWLOAD VOIDED CHECK TO

achiamonte@beachwoodusa.com or [kthompson@beachwoodusa.com](mailto:kthompson@beachwoodusa.com)

OR

MAIL TO BOROUGH OF BEACHWOOD TAX DEPARTMENT ~ 1600 PINEWALD ROAD, BEACHWOOD, NJ 08722