



## **What is Auto Pay?**

Auto Pay is a service that allows you to pay your Empire Access bill on a recurring basis via direct debit from your selected account.

## **What is eligible for Auto Pay?**

Auto Pay can be used in conjunction with all the services you have with Empire Access

## **How does Auto Pay work?**

Empire Access establishes an electronic funds transfer relationship with your bank, whereby the appropriate amount due is deducted from your account. The transaction will take place 5 business days prior to the due date. You will continue to receive a monthly statement that reflects the payment to be automatically withdrawn from your account.

## **Who can sign up for Auto Pay?**

All Empire Access customers are eligible to use Auto Pay! All you need is an active checking or savings account.

## **How can I sign up for Auto Pay?**

You can download, print, and return an Auto Pay enrollment form. We will do the rest!

## **What are the benefits of Auto Pay?**

Auto Pay is **FREE!** Auto Pay saves you money. No checks and no stamps are needed.

Auto Pay saves you time. No more writing checks and making trips to the post office or our billing office.

Auto Pay is worry-free. Your payment is made automatically, you have no worries about making your payment on time. No hassle of late fees.



Please fill out this enrollment form and submit it to Empire Access.

Name as it appears on statement: \_\_\_\_\_

Empire Statement Number: \_\_\_\_\_

_____	_____	_____	_____
Street Address	City	State	Zip code

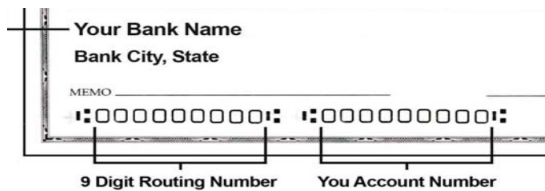
Name, City & State of Bank, Savings & Loan or Credit Union you wish to use to pay your monthly bill.

_____	_____	_____	_____
Routing Number (9 Digits)	Account Number	Checking	or Savings

To the financial institution named above, I hereby request and authorize the financial institution named above to pay my monthly Empire Access bill by charging each payment to the account specified by me. I agree that each payment will be the same as if it were a check or withdrawal personally signed and authorized by me. The authority is to remain in effect until revoked by me in writing to Empire Access, PO Box 349, Prattsburgh, NY 14873 or by calling (800) 338-3300. In addition, I have the right to stop payment of a charge after I have received my bill from Empire Access. I understand that both Empire Access and the financial institution named above reserve the right to terminate this payment plan or my participation therein.

_____	_____
Today's Date	Signature

. Example to help locate routing and account numbers...



Please note that Auto Pay will start with your next billing cycle. Please remit payment for your current bill as you have in the past. Also, Auto Pay does not have a partial payment option --- the full amount will be charged.

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