

# CATHERINE McCLARY, C.P.F.O.

Washtenaw County Treasurer  
200 N. Main Street, Suite 200 PO Box 8645  
Ann Arbor, MI 48107-8645  
Phone: 734-222-6600, Fax: 734-222-6632  
taxes@ewashtenaw.org

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. Just fill out the form below and fax it to the Treasurer's Office at 734-222-6632 along with a copy of a cancelled check.

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.

If you are facing financial hardship, please call us at 734-222-6600. We can help you.

Catherine McClary, Washtenaw County Treasurer

## Authorization for Automatic Payment of Delinquent Property Taxes From Your Bank Account (ACH)

Name and Address as it appears on the Bank Account:

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

Address: \_\_\_\_\_

\_\_\_\_\_

Property Number: \_\_\_\_\_

Property Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

### Payment Details:

Payment Frequency: \_\_\_\_\_ One Time Payment  
\_\_\_\_\_ Recurring Payment

Payment Day: \_\_\_\_\_ Every Friday  
\_\_\_\_\_ Every Other Friday  
\_\_\_\_\_ 10<sup>th</sup> of the Month  
\_\_\_\_\_ 20<sup>th</sup> of the Month

Payment Amount: \_\_\_\_\_

Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_

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

Bank Routing Number: \_\_\_\_\_

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

Account Type: \_\_\_\_\_ Checking \_\_\_\_\_ Savings

*One time payments will be processed on the next available payment day following the "Begin Date" you specify.*

\_\_\_\_\_ I hereby authorize the Washtenaw 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 Michigan Law governs electronic funds transactions authorized by this Agreement in all respects except as otherwise superseded by Federal Law.

***Please call our office at 734-222-6600 with any questions you may have about automatic payments.***

\_\_\_\_\_ I understand that requests to hold or stop ACH payments must be received 2 business days prior to the deduction date.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Fax completed form and a cancelled check  
to: 734-222-6632 or mail to: Washtenaw  
County Treasurer  
P.O. Box 8645  
Ann Arbor, MI 48107-8645**