

# Four Ways to Pay Your Monthly Utility Bill

Did you know the City of Norwood Young America offers four ways to pay your monthly water/sewer utility bill? Payments must be in NYA City Hall by the last business day of the month to avoid late fees.

1. **Automatic Direct Payment**
  - ACH payment through your checking account on the last Wednesday of each month.
  - **NO service fees!**
  - Never be late with your utility bill!
  - Fill out the form below and mail it or drop it off at NYA City Hall with a voided check or signature from your bank or email it with a copy of the voided check to account
2. **Online Credit Card**
  - Access your online utility account through [www.cityofnya.com](http://www.cityofnya.com)
  - 5% access fee added to transaction
3. **USPS Mail**
  - Mail payment to: NYA City Hall, PO Box 59, NYA, MN 55368
  - Late fees applied on the first day of the month.
4. **Drop off at NYA City Hall**
  - Stop by the office at 310 Elm St W or use the drive-thru drop box in the NYA City Hall north parking lot off Reform Street.



Drop Box located in the public parking lot off Reform Street on the north side of NYA City Hall.

---

## Automatic Direct Payment

I authorize the City of Norwood Young America to initiate an electronic payment from my bank account to pay my utility bill. I acknowledge that the origination of the ACH transactions to my account must comply with the provisions of United States Law. This authority will remain in effect until I have cancelled it in writing.

### BILLING INFORMATION

Customer Name \_\_\_\_\_

Service Address \_\_\_\_\_

Utility Account # \_\_\_\_\_ Phone # \_\_\_\_\_

Email Address \_\_\_\_\_

### BANK INFORMATION

Financial Institution Name \_\_\_\_\_

Routing # \_\_\_\_\_ Account # \_\_\_\_\_

**Attach a voided check. If you do not have a voided check, please bring this form to your bank to confirm the routing and account numbers are correct. Direct payment will not be approved without a voided check or bank confirmation.**

### SIGNATURES

Bank Confirmation Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Required if a voided check is not attached)

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_