



**Village of Willowbrook  
Water Application and  
Automatic Utility Bill Payment Form**

Please complete this form to establish water service

**Service Address:** \_\_\_\_\_ **Unit #:** \_\_\_\_\_

**Date service will begin:** \_\_\_\_\_

**Name:** \_\_\_\_\_  Owner  Tenant

**Telephone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Onsite water meter reading:** \_\_\_\_\_

*Your water meter is likely in the basement or utility closet and is a small brass meter with a black cap. Lift the black cap to read the meter.*

**If Renting: Property Owner Name:** \_\_\_\_\_

**Owner Telephone #:** \_\_\_\_\_

**Owner email address:** \_\_\_\_\_

**\*\*Paperwork will not be processed without a legible copy of driver's license or alternate government issued picture ID. Signer is assuming payment responsibility for this utility account beginning on date written above.**

\*\*\*\*\*

**Automatic Utility Bill Payments: \*\*THIS SERVICE IS OPTIONAL\*\***

If you wish to have your water bill payment automatically deducted from your checking or savings account on the due date, please complete the form below. You will still receive a bill which will indicate "No Payment Necessary. Payment will be auto deducted on the due date."

Choosing auto payment will ensure that your payments are made on time.

*I authorize the Village of Willowbrook to instruct my financial institution to make my water bill payment on the due date from the account identified below. This authority remains in effect until the Village or financial institution has received written notice from me of my termination. I understand I must contact the Village of Willowbrook no less than five (5) business days prior to the due date on the bill to dispute the amount owed.*

**Bank Name & Address:** \_\_\_\_\_

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

**Bank Account Number:** \_\_\_\_\_

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

**Please attach a voided check.**

Do you wish to enroll in paperless billing: Yes  No