



Town of
Monkton
VERMONT

(802) 453-3800
PO Box 12
Monkton, VT 05469
monktonvt.com

Property Tax Payments

DIRECT DEBIT PROGRAM SIGN UP/CHANGE REQUEST FORM

Form ta2026E

New: _____ Change: _____ Effective Date: _____

You may sign up to have your property tax payment transferred electronically from your bank account to the Town. When you sign up for this program, the Town will debit your bank account for the exact amount of the full tax payment on the actual tax due date. You will continue to receive your bill in the mail. Unless we receive written notification from you at least fifteen (15) days prior to the payment due date, we will automatically debit your account for the amount of the bill on the due date.

This form must be received by the Treasurer's Office at least fifteen (15) days prior to the tax bill due date or it will not be in effect until the following year. **It is your responsibility to confirm receipt of the form by the Treasurer.** If you include an email address, we will email confirmation and also email a reminder ten (10) business days prior to the due date.

You must include a blank, voided check or deposit slip for the account you wish to have debited when you sign up for the program.

Please read the form carefully and enter all necessary information legibly.

I, _____, hereby authorize the Town of Monkton to initiate debit entries and any necessary correcting credit entries to my Checking or Savings account indicated below and the depository named below to debit the same to such account in the exact amount of my property tax payment on the due date of tax payments. Said authorization will remain in effect until cancelled in writing. All cancellations must be RECEIVED in the Treasurer's Office at least fifteen (15) days prior to the tax payment due date. Said authorization is to be used expressly for the payment of my property tax account(s).

Name on Property Tax Account: _____

Parcel ID/ Account Number: _____

Depository/Bank Name: _____

Depository/Bank Address: _____

Routing Number: _____ **Account Number:** _____

Checking: _____ **or Savings:** _____ *(Check One)*

I hereby acknowledge that I have signature authority on the above listed bank account and agree that sufficient funds will be available in said bank account on the property tax due date to permit payment of the above account. I understand that failure to maintain sufficient funds in the above listed bank account will result in the Town assessing interest and penalties on the property tax payment then overdue, plus a returned payment fee equal to the current rate of overdraft fees per the fee schedule of the depository institution with which the Town has its primary banking account. **I also understand that it is my responsibility to notify the Town if there is a change in my bank name or account number.** Failure to do so will result in the Town assessing interest and penalties on the overdue tax payment.

I further agree that this authority is to remain in full force and effect until the Town and Depository have received written notification from me of its termination in such time and in such manner as to afford Town and Depository a reasonable opportunity to act on it, with such notice being received by the Town and Depository no less than fifteen (15) days prior to the next scheduled transfer. I have the right to stop payment of a debit entry by notification to Depository at such time as to afford Depository a reasonable opportunity to act on it prior to charging account. After account has been charged, I have the right to have the amount of an erroneous debit credited to my account by Depository, provided I send written notice of such debit entry in error to Depository within 15 days following issuance of the account statement or 45 days after posting, whichever occurs first.

****Please remember to notify the Town to cancel direct debit if and when the property is sold.**

Signature

Date

Printed Name

Daytime Phone Number

Email Address

Information for Town of Monkton:

Date received: _____ **Date entered in TA:** _____ **By:** _____ **Confirmation:** _____

Updated: 08/06/2026