



**AUTHORIZATION FOR  
AUTOMATIC BANK PAYMENT/CREDIT CARD PAYMENT**

I authorize Valley Telecommunications Cooperative Association, Inc. to initiate entries to my checking/savings/credit card account as requested on this form. This authority will remain in effect until I notify you in writing to cancel it, and the telephone company has confirmed to me that it has been terminated. I am aware that any adjustment due my account must be approved by the appropriate telephone company personnel and will appear as an adjustment on the next monthly billing after the adjustment has been approved. Valley Telecommunications Cooperative Association, Inc. reserves the right to cancel my use of the Automatic Bank/Credit Card Payment Plan.

\_\_\_\_\_  
Valley Account Name(s) Telephone Number

\_\_\_\_\_  
Authorized Signature

I wish to participate in Automatic Bank Payment.

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

\_\_\_\_\_  
Financial Institution Address - Street or PO Box City - State - ZIP

\_\_\_\_\_  
Signature of Account Holder(s)

\_\_\_\_\_  
Bank Routing Number Bank Account Number

**\*\*REQUIRED - Attach voided check for automatic checking account payments or voided deposit slip for automatic savings account payments.**

I wish to participate in Automatic Credit Card Payment.

\_\_\_\_\_  
Card Type (Visa, MasterCard, or Discover) Card Number

\_\_\_\_\_  
Cardholder (Name as appears on card) Expiration Date (Month/Year)

\_\_\_\_\_  
Statement Mailing Address (For verification purposes only)

*Please allow one billing cycle for automatic payment to be activated.*



## Valley Telecommunications Automatic Payment Plan

Valley Telecommunications Cooperative, Inc. is pleased to offer our customers - The Automatic Payment Plan. You can have your monthly billing statement paid automatically from your checking, savings, or credit card account. You will not have to change your present banking relationship to take advantage of this service and there is no charge for automatic payment.

*The Automatic Payment Plan offers the following conveniences:*

- It saves time - fewer checks to write, no more trips to the post office or Valley's office.
- Helps you meet your commitments in a convenient and timely manner - even if you are on vacation or out of town.
- Saves postage.

*This is how the Automatic Payment Plan works:*

1. Valley Telecommunications Cooperative will print and send you a bill.
2. The bill you receive will have a printed message stating: "BANK DEDUCT - DO NOT PAY" or "CREDIT CARD PAYMENT - DO NOT PAY".
3. The automatic deduction from your bank account will occur around the 15th of the same month that you have received the statement. If you choose credit card payment, you may choose to make your payment on the 5th, 10th, 15th, or 20th of the same month that you have received the statement.
4. The bill which you receive is for your information only so you can check the charges to determine if they are correct and also provides you with the amount that will be deducted from your bank account or billed to your credit card. This amount can be found on the line that states: *Current Billing Amount*.
5. If you have questions concerning the bill, please contact Valley's business office at 437-2615 or 1-800-437-2615 for assistance.
6. If you call the business office and adjustment is allowed, the adjustment will be recorded and a deduction will appear on your next bill.
7. The Automatic Payment Plan will continue in effect until you notify the business office in writing that you wish to terminate the plan.

If you wish to take advantage of this service, please mail the form on the following page to our business office at PO Box 7, Herreid SD 579632-0007.