

# WILKIN COUNTY, MINNESOTA

## Authorization for Direct Debit of Property Taxes

Please fill out a separate authorization form for each parcel you wish to enroll.

<input type="text"/>	<input type="text"/>	—	<input type="text"/>	<input type="text"/>	<input type="text"/>	—	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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9-digit property ID number

Property address: \_\_\_\_\_

Taxpayer's Name(s): \_\_\_\_\_

Daytime phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Checking or Savings (please circle one)

**Include a voided check to verify the routing and account number for checking accounts.**

**Please note:** If you choose to have withdrawal from your **savings account**, you must obtain the appropriate routing/transit information from your financial institution. The routing/transit information on your **savings deposit** or withdrawal slips may not be accurate for direct debit purposes.

Routing/Transit Number (must be 9 digits)

Account Number:

I hereby authorize the Wilkin County Auditor-Treasurer to automatically withdraw from the above name account for payment of real estate property taxes for the property described above. This authorization will remain in effect until Wilkin County has received written notification to terminate this authorization or Wilkin County requires termination and notifies me. By signing this form, I acknowledge that I have read and agree to the terms and conditions described in the "Direct Debit Agreement" section (page 2).

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

# Direct Debit Agreement\*

Notification of your tax payment for the Direct Debit program will be your property tax statement. The payment stubs will show the amount and date on which your bank account will be debited.

Your payments will normally be withdrawn from your account according to the following schedule:

- May 15<sup>th</sup>                      ½ of the annual tax payment (full amount if tax is less than \$100)
- October 15<sup>th</sup>                ½ of the annual tax payment
- November 15<sup>th</sup>              ½ of the annual tax payment (Agricultural Properties Only)

If these due dates should fall on a weekend, the payment will be debited from your account within the next three business days. Your bank statement will be your record of payment.

Your participation in the Direct Debit program will remain in effect until Wilkin County receives your **written request** to terminate the direct payment status. Please notify our office at least three weeks prior to the tax installment due date to avoid having the payment debited.

Notification of termination should be mailed or delivered to the Wilkin County Treasurer's Office, 300 5<sup>th</sup> Street S, PO Box 368, Breckenridge, MN 56520.

To ensure that a successful transaction occurs, please confirm with your financial institution that you are using an account that allows this type of draft. Please note that if your payment is rejected, refused or returned by your financial institution, Wilkin County is not responsible for any fees you may incur from your financial institution. In addition, you will be charged a \$30.00 non-sufficient fund fee, will be terminated from the program, and will be responsible for any late payment penalties that apply.

Also, Wilkin County reserves the right to terminate the direct payment status if the parcel reflects a property combination or division, tax adjustment, or if any attempt to debit your account is rejected by your financial institution. You will be notified of any termination of the program by mail along with a Property Tax Statement that will reflect any balances due and owing for the year.

Direct Debit Authorizations and Agreements must be returned to our office by the following dates:

- May 1<sup>st</sup>                        for first ½ taxes due May 15<sup>th</sup>
- October 1<sup>st</sup>                 for second ½ taxes due October 15<sup>th</sup>
- October 1<sup>st</sup>                 for second ½ taxes due November 15<sup>th</sup>

Mail your completed form, along with a voided check, to:  
Wilkin County Treasurer's Office  
PO Box 368  
Breckenridge, MN 56520

**\*Manufactured Homes and Personal Property ARE NOT eligible for this program at this time.**