# Direct Debit Agreement

**PLEASE COMPLETE FORM IN BLACK OR BLUE INK AND BLOCK CAPITALS**
**AND RETURN WITH VOIDED CHECK OR BANK DOUMENT WITH ACCOUNT NAME & NUMBER TO:**
**Bermuda Electric Light Company**
Customer Service Department
27 Serpentine Rd. Pembroke HM 07
*Hours of operation: 8:30am - 5:00pm M-F*
*Customer Services Telephone: 441-299-2800 - Email: info@belco.bhl.bm - Website: www.belco.bm*

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|---|---|---|---|---|---|---|---|---|
| BELCO Account Number | 2 | | | | | | | |
| BELCO Account Holder(s) Name | | | | | | | | |
| Daytime Contact Number | | | | | | | | |
| E-mail Address | | | | | | | | |
| Name on Bank Account | | | | | | | | |
| Bank Name (Bermuda Banks Only) | | | | | | | | |
| Bank Account Number (Bermuda Banks Only) | | | | | | | | |
| Account Type (Checking/Savings/Deposit) | | | | | | | | |
| Currency Type (BD$ or US$) | | | | | | | | |

- Your Bermuda bank account will be debited automatically each month between 7 - 12 calendar days following the date your BELCO bill is generated.
- You will not receive confirmation from BELCO that the debit has occurred. Please check your bank statement, bank website or your next BELCO bill for confirmation of payment.
- BELCO will debit the balance due amount shown on your account on the day that Direct Debit occurs. The balance due amount may include any of the following: current electric charges, fuel surcharges, service fees and other charges.
- In the event of Non-Sufficient Funds (NSF) at the time of Direct Debit, BELCO will be notified by your bank. The payment and the discount will be reversed and your BELCO account will be charged a NSF service fee (this will be in addition to any similar fees charged by your bank). When this occurs you will be required to pay your account balance through other means (in order for you to receive the discount, BELCO must receive the payment prior to the discount date.) The Direct Debit will resume with the next bill.
- You are responsible for notifying BELCO of changes to your bank account information. Failure to do so may result in an NSF notification and loss of your discount.
- In order to cancel this agreement, BELCO must be in receipt of written communication at least 5 days prior to the next scheduled Direct Debit on your account. BELCO cannot guarantee that Direct Debit will be cancelled for the current bill with less than 5 days notice.
- BELCO reserves the right to remove your account from Direct Debit for any reason, including but not limited to issues that prevent or complicate the payment of funds from your bank. Once your account is removed from Direct Debit there will be a minimum wait of 6 months before the Direct Debit can recommence.
- Your BELCO account will be e-billed (a summary of your current bill). The e-bill will be automatically sent to the e-mail address provided above on the day your BELCO bill is generated (the day following your meter reading)

If you have more than one account with BELCO and wish all accounts to be automatically debited, please fill out a separate form for each account.

*I/we agree to the terms and conditions noted above and hereby authorize BELCO to automatically debit my Bermuda bank account for the amount due on my BELCO account on the date the debit is scheduled, until this authorization is revoked.*

Customer Signature: _____ Date: _____

Customer Service Rep: _____ Date: _____

**IMPORTANT: To ensure accuracy, a voided check or the account name and number portion from a bank document MUST be attached to this form. Direct Debit requests WILL NOT BE PROCESSED without this information.**