Valley Telecommunications, Inc. DBA Valley FiberCom
PO Box 7 • 102 Main St S • Herreid, SD 57632
☎ 1-866-45FIBER • www.valleyfibercom.com

This institution is an equal opportunity provider and employer.

AUTOMATIC BANK PAYMENT

Valley Telecommunications DBA Valley FiberCom. is pleased to offer our customers – **The Automatic Payment Plan**. Your monthly telephone and broadband internet bills may be paid automatically from your checking or savings account. You will not have to change your present banking relationship to take advantage of this service. Valley FiberCom offers the Automatic Payment Plan as a free and optional service.

The Automatic Payment Plan will help you in several ways:

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

This is how the Automatic Payment Plan works:

1. Valley FiberCom will print and send you a bill, or you may choose electronic billing.
2. The bill you receive will have a printed message stating: "BANK DEDUCT, 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.
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. This amount can be found on the line the states: "TOTAL AMOUNT DUE".
5. If you have questions concerning the bill you can call Valley FiberCom's business office at 1-866-45FIBER.
6. If you call the business office and an 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 Valley FiberCom's business office in writing that you wish to terminate the plan.

If you wish to utilize this service, please return the attached form below to Valley FiberCom's business office.

Authorization of Automatic Bank Payment

I authorize Valley Telecommunications DBA Valley FiberCom and the bank named below to initiate entries to my checking/savings account. This authority will remain in effect until I provide notice in writing to cancel it, and Valley FiberCom has confirmed to me that it has been terminated. I am aware that any adjustment due my account must be approved by the appropriate Valley company personnel and will appear as an adjustment on the next monthly billing statement after the adjustment has been approved. Valley FiberCom reserves the right to cancel my use of the Automatic Payment Plan.

Name of Financial Institution _____ Bank Routing Number _____

Financial Institution Address _____ City _____ State _____ Zip _____

Account Holder Signature(s) _____ Account Holder Signature(s) _____ Date _____

Account Holder Name (PRINTED) _____ Account Holder Address (PRINTED) _____ Telephone Number (REQUIRED) _____

Checking Account Number _____ OR Savings Account Number _____
Attach Voided Check Blank (REQUIRED)
Attach Savings Account Deposit Slip
(REQUIRED ONLY if using for account payment)