



TOWNSHIP OF

*Clark* NEW JERSEY

430 Westfield Avenue  
Clark, New Jersey 07066-1704  
Tel: (732) 388-3600  
Fax: (732) 388-3839  
www.ourclark.com

**PLEASE A VOIDED CHECK OR A LETTER FROM YOUR BANK  
INCLUDE: TO CONFIRM ROUTING AND ACCOUNT INFORMATION**

**PLEASE RETURN TO: Township of Clark – Tax Office, 430 Westfield Avenue, Clark, NJ 07066**

## **AUTHORIZATION AGREEMENT FOR ACH DIRECT WITHDRAWALS**

For the payment of:  
\_\_\_\_\_ PROPERTY TAX

**Form must be received by the 15th day of the month  
before payment is due.**

### PROPERTY INFORMATION

Please Print Clearly

Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Qualifier (if any): \_\_\_\_\_ Account ID#: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

Daytime Phone No.: \_\_\_\_\_ Email Address: \_\_\_\_\_

### BANK ACCOUNT INFORMATION

Name of Bank: \_\_\_\_\_

Bank Routing (ABA) Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Account Type:    Checking \_\_\_\_\_    Savings \_\_\_\_\_

### DIRECT DEBIT AUTHORIZATION

I hereby authorize the Township of Clark to debit my checking or savings account on the due date of:

- Tax quarterly payments (February 1st/May 1st/August 1st/November 1st) or as established on the bill. I understand that these charges will continue being deducted automatically until I make a written request to the Township of Clark to discontinue direct debit from my account or email a request to lcaliguire@ourclark.com. I agree that all insufficient funds will incur a \$20 returned check fee.

Print Name: \_\_\_\_\_

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

### FOR INTERNAL USE ONLY

Entered: \_\_\_\_\_ Pre-Note: \_\_\_\_\_ Scanned by: \_\_\_\_\_ Confirmed by: \_\_\_\_\_

Notes: \_\_\_\_\_

The Township of Clark assures you that no personal identifying information that is supplied by you on this form will be disclosed, as personal information is deemed confidential pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1, et seq.

*Clark is an Equal Opportunity Employer*



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## TAX/SEWER PAYMENT OPTIONS

The Clark Township Department of Tax Collections is responsible for processing billing and payments for property taxes and sewer utility.

Property tax bills are mailed in July with a due date of  
August 1st/November 1st/February 1st/May 1st.

Sewer bills are mailed in February with a due date of March 15th and September 15th.

We offer a 10-Day grace period for tax and sewer payments.

### ACH DIRECT WITHDRAWAL:

You are able to pay your property tax and/or sewer utility bill using ACH Direct Withdrawal. The ACH service is FREE of charge. Complete and mail the form on the other side of this page by the 15th day of the month before payment is due. Please note if you wish to have both your taxes and sewer utility bill paid using the ACH you will need to complete **two separate forms**. You only need to submit this application once and the payments will be deducted on every subsequent due date.

### MAKE A PAYMENT ONLINE:

- 1) Go to <http://ourclark.com> and scroll down to **PAY ONLINE** which is located on the bottom on the left hand side.
- 2) Find your home through one of the searches, then click "Make Payment".
- 3) Follow payment instructions
  - If paying by Electronic Check the convenience fee is \$1.05
  - If paying by Visa Debit Card the convenience fee is \$3.95
  - If paying by All Other Debit/Credit Cards the fee will be approximately 2.95% of your total bill.

### MAKE A PAYMENT IN PERSON:

We accept cash, check or money order at the **Tax Collection Office** located at 430 Westfield Avenue.  
Hours: Monday thru Friday 8:30 A.M. to 4:00 P.M.

### MAKE A PAYMENT IN THE MAIL SLOT:

Deposit payments in the mail slot located to the left of the front doors of the Municipal Building, 430 Westfield Avenue, Clark, NJ.

### MAKE A PAYMENT BY U.S. MAIL:

Make Check Payable to: Township of Clark  
Mail to: 430 Westfield Avenue  
Clark, NJ 07066

If you have any questions, please contact the Tax Collection Office  
in Town Hall at 732-428-8404. We are here to help.