



City of Harrisburg Automatic Payment Program  
Borough of Steelton Trash & Recycling Services



- \*\*\* No Quarterly Postage Costs \*\*\*
- \*\*\* Saves Time Easy Sign up\*\*\*
- \*\*\* No More Overdue Trash Bills \*\*\*

Your enrollment in CHAPP allows the City of Harrisburg to automatically withdraw the amount of your quarterly trash bill from your checking account. Just subtract the amount due from your checking account on the due date each quarter. \* You will have up to **three (3) business days** before the money is withdrawn from your account to review your bill and to call the City Treasurer's Office to stop payments or ask questions.

**\*Please note: In the event that the due date falls on a weekend, or on a bank or federally-recognized holiday, the automatic withdraw from your account will occur on the next business day.**

See enrollment instructions on the back of this form.

If you have any questions regarding CHAPP, please call the City Treasurer's office at 717-255-3046.

**BOROUGH OF STEELTON PROPERTIES ONLY**

*Detach and return completed form...*

**AUTHORIZATION FORM / City of Harrisburg Automatic Payment for the Borough of Steelton Trash & Recycling Services**

Name	Daytime Phone	Email	
Mailing Address	City	State	Zip
Property Address	Property Number		

*List additional properties on the reverse of this form.*

**Quarterly Trash Bill**

- Once a quarter on due date  
(January, April, July, October)  
*(In the event that the due date falls on a weekend or holiday, the automatic withdrawal will occur on the next business day).*

**ENROLLMENT INSTRUCTIONS / City of Harrisburg Automatic Payment for the Borough of Steelton Trash & Recycling Services**

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➤ Mail the two (2) documents listed below to:

City Treasurer's Office  
10 North Second Street  
Suite 103  
Harrisburg, PA 17101

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**1** | **Signed Authorization Agreement** / Sign the agreement below and be sure you've completed the Authorization Form on the other side.

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**2** | **Blank & Voided Check** / Include a blank check from chosen checking account. In bold, write the word 'VOID' across the front of the check.

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*Detach signed and completed form and return to City Treasurer's Office...*

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Property Address 2

Property Number 2

Property Address 3

Property Number 3

Property Address 4

Property Number 4

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**AUTHORIZATION AGREEMENT** for City of Harrisburg Automatic Payment for the Borough of Steelton Trash & Recycling Services

I hereby authorize The City of Harrisburg to initiate debit entries to my checking account as indicated. You further authorize your designated financial institution to debit the same to such account. This authority is to remain in full force and effect until The City of Harrisburg has received written notification from me of its termination in such time and manner as to afford The City of Harrisburg and my chosen designated bank a reasonable opportunity to act on it.

X

Your Signature

Today's Date

*Return all required documents to: City Treasurer's Office, 10 North Second Street, Suite 103, Harrisburg, PA 17101*