CITY OF WEBSTER

AUTHORIZATION FOR DRAFT PAYMENT OF UTILITY BILL

I authorize the City of Webster, to initiate debit entries to my account for the purpose of paying my utility bill in full each month.

DRAFT MY - *Choose One*

☐ CHECKING ACCOUNT ☐ DRAFT MY SAVINGS ACCOUNT

FINANCIAL INSTITUTION / BANK NAME _____

BANK ACCOUNT HOLDER NAME* _____

TRANSIT/ABA# _____

ACCOUNT NUMBER _____

This authority is to remain in full force and in effect until the City of Webster has received written notification from me of its termination in such time and in such manner as to afford the City a reasonable opportunity to act on said cancellation notification.

SIGNATURE* _____DATE_____

** Required to match the banking information. Does not have to match the Utility Account Holder name.*

*** Please provide verification of banking information ***

Apply debit payments to:

UTILITY ACCOUNT HOLDER _____

UTILITY ACCOUNT # _____

SERVICE ADDRESS _____

EMAIL ADDRESS _____

☐ Paperless - Please send my bill to the above email

PHONE NUMBER _____

***IMPORTANT**: Bank drafting is not effective until you receive a bill that is marked **PAID BY DRAFT** on your water bill stub below the service address.*

Please continue to pay your bill until that time. When processing is in effect, your bill amount will be drafted from your checking/savings account on the 20th of each month.

FOR CITY USE ONLY

DATE RECEIVED:_____ PROCESSED BY:_____