

## DIRECT PAYMENT (ACH DEBITS) ENROLLMENT

The worry-free way to pay your bill. With this service, the amount of your monthly bill is automatically deducted from your bank account and credited to your utility account on the bill due date, normally 20<sup>th</sup> of each month. There is no set-up fee or charge associated with this method of payment. To set up ACH payment, simply fill out the ACH Direct Payment Form located below and drop it off or mail it to our office, along with a voided check.

### AUTHORIZATION AGREEMENT FOR DIRECT PAYMENT (ACH DEBITS)

I (we) hereby authorize City of Winfield, here after called COMPANY, to initiate debit entries to my (our) Checking Account / Savings Account (select one) indicated below at the depository financial named below, hereafter called DEPOSITORY, and to debit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

**Depository (Bank) Name** \_\_\_\_\_ **City** \_\_\_\_\_ **State** \_\_\_\_\_

**Routing Number** \_\_\_\_\_ **Bank Account Number** \_\_\_\_\_

This authorization is to remain in full effect until COMPANY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford COMPANY and DEPOSITORY a reasonable opportunity to act on it.

**Name(s)** \_\_\_\_\_ **Utility Account Number** \_\_\_\_\_  
(Please Print)

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

#### Office Use ONLY:

Date Received \_\_\_\_\_ Pre-Note Date \_\_\_\_\_ Effective Date \_\_\_\_\_ Bank # \_\_\_\_\_

Clerk Initials \_\_\_\_\_