

AUTOMATIC BILL PAY IS AVAILABLE

Automatic bill payment pays your water and sewer utility bill through an **automatic deduction from your designated bank account**. You'll still receive your monthly utility bill showing your water usage and other charges, and then the amount due will be automatically deducted from either your specified checking or savings account. The automatic deduction will occur on or after the 10th of the month. Automatic bill payment is easy to set up, and even if you're on vacation or ill, you'll never have to worry about paying your bill again.

To sign up for automatic bill payment, please return a completed and signed authorization form to City Hall (please print legibly). Thanks!



AUTOMATIC BILL PAY CUSTOMER AUTHORIZATION FORM

Please fill out and return to the City of Columbia City

I authorize you and the financial institution listed below to initiate electronic debit entries, and if necessary, credit entries and adjustments for any debit entries in error to my:

(Please "check" one)

Checking Account

or

Savings Account

on the 10th of each month. This authority will remain in effect until I have cancelled it in writing. This request has been made for the following account and service address:

COLUMBIA CITY WATER ACCT #:

SERVICE ADDRESS

PHONE NUMBER

E-MAIL ADDRESS

DATE

FINANCIAL INSTITUTION

BRANCH

NAME (PLEASE PRINT)

CITY

STATE

SIGNATURE

TRANSIT ROUTING NUMBER (must be 9 digits)

ACCOUNT NUMBER INFORMATION

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