

Authorization Form to Pay Water Bill

Name _____

Phone _____

Address _____

City/State/Zip _____

Water Account # _____

Financial Institution _____

City/State of Financial Institution _____

Check which account to draft:

Checking Account # _____

Savings Account # _____

Signature _____

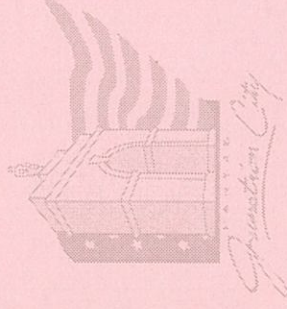
I authorize you to pay and to charge my checking/savings account each month the amount of my water bill and to make that payable to the City of Junction City. In signing this authorization, I am agreeing to all the terms stated below.

TERMS AND CONDITIONS

I hereby authorize the Financial Institution named above to pay my water bill by charging each monthly payment to my account. I agree that each payment shall be the same as if it were an instrument personally signed by me. This authority is to remain in effect until revoked by me in writing. In addition, I have the right to stop payment of a charge by notifying the Water Department five business days prior to the due date on my bill. I understand, however, that both financial institution and the City of Junction City Water Department reserve the right to terminate this payment plan (or my participation therein). (A returned item fee of \$30.00 will be charged for all Non-Sufficient Funds, Stopped Payment, or Closed Account if applicable.)

CITY OF JUNCTION CITY

AUTOMATIC PAYMENT PLAN FOR WATER ACCOUNTS



PO Box 287
Junction City, KS 66441
Tel: 785-238-3103

Date of first draft: _____

What is the Automatic Payment Plan?

With your okay we'll draft your water, sewer, & sanitation bill for you every month by withdrawing it from your bank account. You won't have to worry about delayed, lost, or late payments. We will still mail your monthly statement approximately 15-20 days before your bill is due, so you will know the day and the amount of the transaction. Simply sign the authorization form and return it with a voided check or deposit slip from your checking or savings account.



**NO CHECK
WRITING HASSLE**

What if I have a problem with my bill?

If there is a problem with the bill we ask that you notify us 5 days prior to the bill being processed, so that we can fix the problem.

What if I want to stop the plan?

To cancel the plan we require that you notify us in writing 5 days prior to the bill being processed. Once you elect to remove yourself from the plan you cannot utilize the service again for one year.