

**City of Bennet**  
**Utility Customer Bank Withdrawal Authorization**  
(Please print the following information)

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

P.O. Box # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ Work or Cell (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

I hereby authorize the City of Bennet to debit my checking account for the payment of my monthly utility bill from the CITY OF BENNET.

I understand I will continue to receive a monthly invoice on or about the 1<sup>st</sup> of each month showing the amount of debit and specifying the charges. This amount will be debited on the 15<sup>th</sup> day of each month or the first business day thereafter. I agree it will remain my responsibility to contact the BENNET CITY OFFICE concerning any disputed charges by the 10<sup>th</sup> day of the month.

This authority will remain in effect until revoked by me in writing or until I sign a request for a discontinuation of utility service. I understand the CITY OF BENNET reserves the right to terminate this payment plan at any time, or my participation therein if my account is non-sufficient for any payment being charged.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For proper routing and account information, please attach voided **check** here:

-----OFFICE USE ONLY-----

- Change customer profile to ACH on QB, Payment Terms = ACH/Auto Draft
- Enter Bank Information on QB
- Check QB Report
- Check CB-UM Nacha file

Utility Account# \_\_\_\_\_ Start Date \_\_\_\_\_