

Account No. \_\_\_\_\_

**BANK DRAFT (ACH) AUTHORIZATION FORM**

The **Hellertown Borough Authority** now offers an easy and convenient way to pay your water and sewer bill. Our ACH Bank Draft service allows you to have your bill paid automatically by direct deduction from your bank account. ACH Bank Draft saves you time and ensures that your bill is paid on time, even when you're out of town.

**INSTRUCTIONS:**

- Complete the authorization form below; to authorize payment from your checking/savings account, provide account information along with a blank check marked **VOID**.
- Payments will be deducted from your checking/savings account on the due date or the first business day following the due date; if we receive two (2) returned bank drafts as unpaid for any reason, you will be taken off the bank draft program.
- You may cancel this plan at any time by completing a "Bank Draft Cancellation Form".

**It is IMPERATIVE that all information is provided accurately and completely. If any of the below changes, it is your responsibility to provide us with these changes at least 3 weeks prior to the next draft date.**

\_\_\_\_\_  
Customer Name (as it appears on your bill)

\_\_\_\_\_  
Account Number (as it appears on your bill)

\_\_\_\_\_  
Service Address

\_\_\_\_\_  
Daytime Telephone Number

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

**Bank Information:**

\*\*      Type of Account CIRCLE ONE:      Checking    Savings    Business Checking    Business Savings

\_\_\_\_\_  
Bank Name

\_\_\_\_\_  
Bank Routing Number

\_\_\_\_\_  
Bank Account Number

\_\_\_\_\_  
Name on Bank Account

I authorize the Hellertown Borough Authority to withdraw from the bank account indicated above, my quarterly amount due for noted utility services. I understand that the Hellertown Borough Authority may terminate this automatic payment plan if the Authority receives two (2) returned bank drafts. I also understand that at any time I may elect to discontinue my enrollment in this plan by completing and submitting a "Bank Draft Cancellation Form".

\_\_\_\_\_  
Signature (of bank account holder)

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