

Authorization to Draft a Checking Account

I, _____, residing at _____

Authorize the City of Sedan, Kansas to draft my checking account # _____,

in order to make the monthly water/sewer payment. Payment amount will vary from month-to-month depending upon usage. This authorization will remain in effect until revoked by the customer, the financial institution, or the City of Sedan.

The City of Sedan will continue to send the customer a monthly billing statement. This statement can act as the customer's receipt of payment, showing the exact amount that will be deducted from the customer's checking account on the 9th of each month, unless the 9th falls on the weekend. In that case, the deduction will be made on the Friday before the weekend. ALL DRAFT BILLS ARE DUE ON THE 9TH OF EACH MONTH AND ARE DELINQUENT ON THE 10TH.

Insufficient funds drafts, penalties, and fees must be paid in cash at City Hall on the day we are notified by our bank, or the next business day by 10:00 AM. If a payment has been rejected by your bank, the customer understands the following penalties apply:

- 1) a \$30.00 fee, the same as a returned check fee,
- 2) the customer must pay by cash for the next 12 months, and
- 3) drafts shall be discontinued for the next 12 months.
- 4) service will be disconnected and associated disconnection and reconnection fees will be applied. All connect/reconnect fees must be paid before service is restored.

This service is offered as a convenience to City of Sedan customers; therefore, the customer holds the City of Sedan harmless for action regarding automatic drafts.

Signature: _____ Date: _____

A voided check must be attached to this form, below.

Cancellation of Authorization to Draft:

Signature: _____ Date: _____

Attached voided check here: