



City of Colby
Utilities Department

Automatic Payment Authorization

Direct Payment via ACH is the transfer of funds from a consumer account for the purpose of making a payment.

I (we) authorize City of Colby ("COMPANY") to electronically debit my (our) account (and, if necessary, electronically credit my (our) account to correct erroneous debits) as follows:

Select One:

Checking Account

Savings Account

at the depository financial institution named below ("BANK"). I (we) agree that ACH transactions I (we) authorize comply with all applicable law.

Bank Name: _____

Routing Number: _____

Account Number: _____

Amount of Debit: Current amount due as stated on utility bill statement. Any previous charges are hereby ratified and the City of Colby is instructed to continue such charges until notified.

Frequency: Monthly on the 15th of each month

Name: _____

Service Address: _____

Utility Billing Account: _____

I (we) understand this authorization will remain in full force and effect until I (we) notify City of Colby, in writing, by phone, or electronic mail, that I (we) wish to revoke this authorization. I (we) understand that City of Colby requires at least 1 week prior notice in order to cancel this authorization

Print Name: _____

Signature: _____

Date: _____