



CITY OF

1902 JEFFERSON STREET ▲ HERMANN, MO 65041

The City of Hermann is excited about offering a direct payment plan and we are sure that you will be just as excited. Just think... no more hassles of check writing. The only requirement for eligibility is that you must have a bank account and six months of service with good pay history.

You will continue to receive your utility bill at the beginning of each month. On the 15TH of each month your electronic transfer will be made. If the 15TH falls on a weekend or holiday, the transfer will be made the next business day. If you have any questions regarding your bill, call our office before that time.

To sign up, fill out the form. Bring or mail in the completed form, along with a voided blank check. Continue to pay your utility bill as usual until you receive a bill telling you the bill will be paid by draft. It will take approximately one month to get the program started.

If you have any questions, please feel free to give us a call at (573) 486-5400.

AUTHORIZATION AGREEMENT TO PAY UTILITY BILL (ACH DEBITS)

Company Name CITY OF HERMANN

Customer Name _____ Account # _____

Address _____ Phone _____

City/State/Zip _____

Financial Institution _____

Account# _____ Circle one: **Checking** **Savings**

Financial Institution Routing Number _____

I (we) hereby authorize the City of Hermann(City) to initiate monthly debits beginning next month and continuing each month thereafter, for payment of my utility bill and for the financial institution specified by me to pay the amount from my checking or savings account.

I understand both the City and my financial institution reserve the right to terminate this payment plan or my participation there in. This authority is to remain in effect until revoked by me in writing. I (we) acknowledge the origination of ACH debit transactions to my (our) account must comply with the provisions of U.S .law.

Date _____ Signed _____