



City Services - Administration
2728 E. 171st Street
Westfield, IN 46074
Office (317) 804-3150
Fax (317) 804-3181

Authorization for Bank Drafting

The application below provides Westfield City Services with the required information to automatically debit your checking account for your quarterly Trash and Stormwater bill. You can be assured that upon set up, all future payments will be automatically debited from your checking account and automatically credited to your account on the due date shown on your quarterly invoice.

Once your application has been processed for auto pay, you will continue to receive a quarterly statement from City Services with a message stating "Auto Debit." If this message is not displayed, your account will not be automatically debited/credited. In this event, please contact our office to verify that your application has been received. Requests to discontinue auto-pay must be made in writing.

AUTHORIZATION AGREEMENT FOR AUTOMATIC WITHDRAWAL (ACH DEBITS)

I (we) hereby authorize WESTFIELD CITY SERVICES, hereinafter called COMPANY, to initiate debit entries and to initiate, if necessary, credit entries and adjustments for any debit entries in error to my (our) account indicated below and the financial institution named below, hereinafter called FINANCIAL INSTITUTION, to debit and/or credit the same to such account.

_____ New ACH Set-up _____ Change of Bank Information

Financial Institution Name

Bank Routing Number

Bank Account Number

PLEASE ATTACH A VOIDED CHECK

This authority is to remain in full force and effect until Company has received written notification from me (or either of us) of its termination in such time and manner as to afford Company and Financial Institution a reasonable opportunity to act on it.

Service Address

Account Owner Daytime Phone

Printed Name of Account Owner

Printed Name of Joint Account Owner

Signature

Signature

Date

Date

FOR OFFICE USE ONLY:

Account # _____ Date Rec'd ____/____/____ Date Entered ____/____/____ By _____