



CITY OF WEST BURLINGTON

Utility Billing ACH Form

Please complete the following information to begin Direct ACH Payment of your Water, Sewer, Garbage & Recycling Bill with the City of West Burlington and return the completed form to West Burlington City Hall: 122 Broadway St, West Burlington, IA 52655.

Name

Depository Name (name of bank)

Service Address

Bank Account Number

Phone Number

Bank Routing Number

Utility Billing Account Number

the box for the account type:
Checking **Savings**

I hereby authorize the CITY OF WEST BURLINGTON to deduct payment for all charges appearing on my utility bill (water, sewer, garbage, recycling) from my bank account at the depository financial institution named above, hereinafter called DEPOSITORY. This deduction will be withdrawn electronically. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of the U.S. law.

The date of the deduction will be on or about the 12th of the month in which the bill is due. The utility customer will continue to receive the bill before the date of deduction. Bills are mailed on the first day of the month in which they are due.

If the depository does not honor any deduction, it will be treated as insufficient funds. An insufficient fund charge will be assessed to the customer. Only cash, credit card, or money orders will be accepted for payment on the utility bill and the insufficient fund charges. Failure to make payment may result in disconnection of water service.

The CITY OF WEST BURLINGTON reserves the right to discontinue the direct payment plan (ACH DEBITS) if any two deductions are not honored.

I may discontinue the direct payment plan (ACH DEBITS) by providing the CITY OF WEST BURLINGTON notification of its termination at least thirty (30) days prior to the next scheduled payment.

Customer Signature

Email Address

Date