

**Never have
a late
payment
again!**



**Save Time
& Money!**

Name (As it appears on your Utility Bill)

Address

Telephone Number

Utility Account Number

Name of Financial Institution

City and State / Bank's Phone Number

Checking Account Number

Bank Routing Number

I AUTHORIZE THE CITY OF HARRISONVILLE AND MY FINANCIAL INSTITUTION TO DEDUCT THE AMOUNT OF MY UTILITY BILL FROM MY ACCOUNT ON THE 15TH OF EACH MONTH.

I ALSO UNDERSTAND IT IS MY RESPONSIBILITY TO NOTIFY THE UTILITY OFFICE IN WRITING OF ANY CHANGES TO MY AUTOPAY BY THE 1ST OF THE MONTH.

(PLEASE REMEMBER TO RETURN A VOIDED CHECK WITH THIS FORM, THANK YOU.)

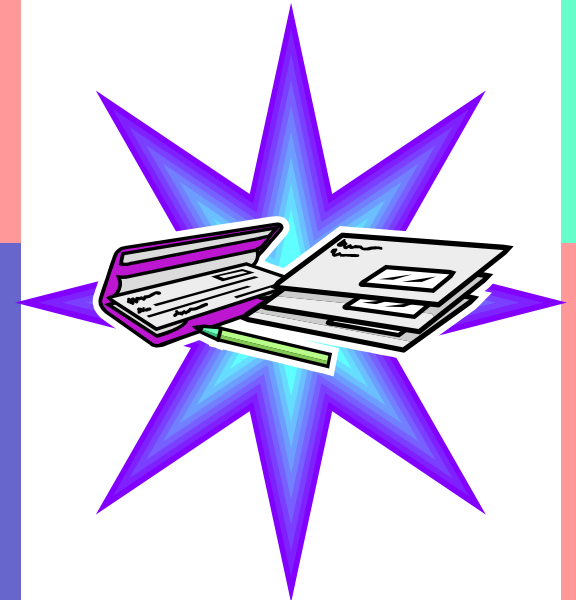
Signature / Date

Effective Date - This completed form and voided check must be received in our office by the 1st of any month in order for it to be effective for the next billing cycle. Your bill will state "Paid by Draft" once it is effective. Please don't hesitate to contact our office if you have questions as to the status of your Autopay.

Sign-Up Today For

Autopay

and have your
Utility Bill payment
automatically deducted
from your checking
account monthly.



 City of
Harrisonville ^{est. 1836}
300 E. Pearl / PO Box 367
Harrisonville, MO 64701
(816)-380-8900

How does Autopay work?

With Autopay your City of Harrisonville Utility Bill will be paid automatically by your financial institution.

Payment will be deducted automatically from your checking account on the 15th of each month.

You will still receive a monthly statement from the City of Harrisonville. That statement will tell you the amount that will be deducted from your checking account and can be used as a receipt for your payment.

How do I begin Autopay?

Simply fill out the form on the back of this brochure and return it with a VOIDED check from the account you wish to have your payment deducted from monthly to:

City of Harrisonville
Utility Department
300 E. Pearl / PO Box 367
Harrisonville, MO 64701

For more information you may contact the Utility Office at 380-8900.

How do I stop Autopay?

It is your responsibility to contact the City of Harrisonville Utility Office if you wish to stop Autopay.

You must notify the Utility Office, in writing, by the 1st of the month to stop or make changes to Autopay.

Without written notification from you for cancellation or changes to your account, which would affect your automatic deduction, you will be responsible for payment made.

Autopay is deducted from your checking account. Therefore, any payment not covered by you will result in the same fees and penalties as a returned check.