



AUTHORIZATION FOR AUTOMATIC PAYMENTS OF CITY UTILITY BILL (Autopay)

New Request ___ **Change** ___

This method of payment pays your utility bill by debiting your bank account. After signing up for this payment option, you will no longer receive a utility bill unless requested. The payment will be deducted from your bank account on the 15th of each month. The first month there will be a \$0 file sent to your bank to verify the account information. The first debit will take place the following month.

If you do not have sufficient funds in your account to pay your bill, your account will be charged a \$20 NSF fee and we reserve the right to discontinue your autopay. You may cancel your autopay authorization by submitting an autopay cancellation form by the 5th of the month.

Utility Account Number: _____ Customer Number: C-_____

Name: _____

Name of Co-Applicant (if joint acct): _____

Service Address: _____

Mailing Address (if different): _____

Phone Number: _____ Email Address: _____

___ Check if you want to **continue** to receive a paper copy of your monthly utility bill

I hereby authorize the City of Mount Vernon to automatically withdraw funds from my ___ checking ___ savings account (select one) to pay my utility bills directly to the City of Mount Vernon. I require no additional notices prior to action being taken on this authorization.

Signature: _____ Date: _____

Please attach a voided check or bank authorization letter with account information and send to:

City of Mount Vernon Utilities
910 Cleveland Avenue
Mount Vernon, WA 98273
or

mvutilities@mountvernonwa.gov

Questions? Please call the Utilities Department at 360-336-6218

OFFICE USE ONLY

Date Received: _____ Pre-notification Date: _____

First Payment Date: _____ Notes: _____