



13292 Sylvan Avenue - Lindstrom, MN 55045 - Phone: (651) 257-0620

Direct Payment Authorization Form – Utility Billing

We are pleased to offer you Direct Payment. Now you can have your payments deducted automatically from your checking or savings account on the day it is due.

Direct Payment will help you in several ways:

- It saves time – fewer checks to write and mail.
- Helps pay your bills in a convenient and timely manner – even if you're on vacation or out of town.
- Your payment is always on time.
- It saves postage.
- It's easy to sign up for, easy to cancel.
- No late fees.

Here's how Direct Payment works:

You authorize regularly scheduled payments to be made from your checking or savings account. Your payments will be made automatically on the specified Due Date of each quarter and proof of payment will appear on your next quarterly bill. The authority you give to charge your account will remain in effect until you notify us in writing to terminate the authorization. Direct Payment is dependable, convenient, and easy. To take advantage of this service, complete the portion below and return it to us. All you need to do is:

- 1) Mark the box before type of account to indicate whether your payment will be deducted from your checking or savings account.
- 2) Fill in your name, financial institution name and location, and date.
- 3) Attach a voided check for verification of all financial institution information.

I authorize the City of Lindstrom to electronically debit my:

___ Checking Account (or) ___ Savings Account for payment of my Utility Bill (water/sewer).

I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. This authority will remain in effect until I have canceled it in writing.

UTILITY BILL

ACCOUNT # _____ SERVICE ADDRESS _____

NAME (please print) _____ PHONE # _____

FINANCIAL INSTITUTION NAME (please print) _____

ACCOUNT NUMBER AT FINANCIAL INSTITUTION _____

FINANCIAL INSTITUTION ROUTING NUMBER _____

SIGNATURE _____

DATE _____

Direct Payment is effective the billing quarter following receipt of this form.