

# AUTHORIZATION AGREEMENT FOR DIRECT PAYMENT\*

## Holly Springs Utility Department

*\*(EFT, ACH, DRAFT)*

**Check appropriate box:**

I (we) hereby authorize Holly Springs Utility Department to initiate debit entries to my (our) ( ) checking ( ) savings account (select one) indicated below at the depository financial institution named below, hereinafter called DEPOSITORY, and to debit the same to such account.\*

I (we) hereby request that Holly Springs Utility Department **discontinue** debit entries to my (our) ( ) checking ( ) savings account (select one) indicated below at the depository financial institution named below, hereinafter called DEPOSITORY.

Financial Institution Name: \_\_\_\_\_

Branch: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Email Address: \_\_\_\_\_

Nine Digit Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

This authorization is to remain in full force and effect until Holly Springs Utility Department has received written notification from me (or either of us) of its termination in such time and in such manner as to afford Holly Springs Utility Department and Depository a reasonable opportunity to act on it.

Name on Utility Bill: \_\_\_\_\_

Utility Bill Account Number: \_\_\_\_\_

Utility Bill Account Number: \_\_\_\_\_

Utility Bill Account Number: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

NOTE: All written debit authorization must provide that the receiver may revoke the authorization only by notifying the originator in the manner specified in the authorization.

**\*PLEASE ATTACH A VOIDED CHECK TO INSURE PROPER DEBITING OF YOUR ACCOUNT**