

## Medford Utilities Automatic Payment Plan

Your utility bill can be automatically paid each month from your checking or savings account.

Just fill out this form and return it to our office along with a deposit slip or voided check from your designated account. Automatic payment will begin 30-60 days after you have filed your application; your bill will indicate Paid by Draft when automatic payment has begun. Return completed form to Medford Utilities, 639 S 2<sup>nd</sup> St Medford, WI 54451.

With automatic payment plan you will still receive your normal monthly statement with a reminder that the amount will be automatically drafted from your account.

If your account does not have sufficient funds, the usual charges assessed by your financial institution and the utility will apply.

To stop automatic payment contact Medford Utilities, in writing, by the 20<sup>th</sup> of the month.

### Authorization Form

I, (We) authorize Medford Utilities to debit my (our) account as described below:

Name(s), as shown on Utility Bill: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Routing Number: \_\_\_\_\_ Bank Account Number: \_\_\_\_\_

Checking: \_\_\_\_\_ Savings: \_\_\_\_\_

If payment is to be deducted from a checking account, please attach a blank voided check.

If payment is to be deducted from a savings account, please attach a deposit slip including your account number.

This authority is to remain in effect until Medford Utilities has received written notice from me (or either one of us) of its termination in such time and manner to afford Medford Utilities a reasonable opportunity to act on it. Medford Utilities also has the right to cancel this agreement if sufficient funds are not maintained in the account.

Account Holder(s) Signature(s):

\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

I wish to discontinue automatic payment from my checking or savings account.