

**No Personal or Business Check,  
No Fuss, No Muss!**

Introducing a convenient payment plan from The City of Weatherford Water Department. The city offers the Automatic Bill Payment, and it's as easy as it sounds.

Automatic Bill Payment allows your city water utility bills to be paid directly from whichever financial institution you choose - your bank, your savings and loan, or your credit union.

No more checks to write and no more payment deadlines.

With Automatic Bill Payment, there's never been an easier way to pay your water bill.

**Here's What Will Happen:**

Just fill out the attached authorization form, and return it to The City of Weatherford, Water Department with a voided check.

The City will set up Automatic Bill Payment with your financial institution.

You will continue to receive a water bill every month which features the date on which your bill will be automatically paid - usually about 10 days after the bill date, depending on weekends and holidays.

All you have to do is make sure there are sufficient funds in your account to cover the automatic withdrawal every month. If your Automatic Bill Payment is returned for insufficient funds, you will be assessed by your financial institution and The City of Weatherford Water Department the same amount that would apply for a dishonored check.

**If you decide to stop a payment, notify The City of Weatherford Water Department in writing at least 5 business days prior to the next automatic payment.**

**Check your bank statements to make sure automatic payments have been stopped as requested.**

**Automatic Bill Payment  
Authorization Form**

I authorize The City of Weatherford, Water Department to charge my account monthly for the amount of services billed by The City of Weatherford, Water Department for its own account or for others. I authorize the financial institution indicated below to debit such amounts from my account.

Check One: checking account  savings account

FINANCIAL INSTITUTION NAME

CITY

STATE

NAME

SIGNATURE(S) (AS SHOWN ON BANK RECORDS)

DATE

TELEPHONE NUMBER(S) AUTHORIZED

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**Your authority will remain in full force and effect until The City of Weatherford, Water Department has received written notification from you to cancel the authorization. You have the right to stop payment of a debit entry by notifying The City of Weatherford, Water Department in writing at least 5 business days prior to their charging your account. Requests for adjustments of incorrect charges appearing on your water bill should be made directly to The City of Weatherford, Water Department Office.**

**IMPORTANT: Complete this copy and return it with your next payment to The City of Weatherford Water Department. A voided check should be returned with this form to ensure accurate processing!**

DETACH HERE AND RETURN THIS PAGE WITH A VOIDED CHECK OR DEPOSIT SLIP

