



Authorization Agreement For Electronic Debit of Utility payments

Terms and Conditions

I hereby authorize the City of Live Oak to initiate electronic debit entries to my checking or savings account(s) with the depository listed below. The amount of each debit entry shall be limited to the amount due to the City of Live Oak for the billing of utility services. This debit shall be made on the due date of the monthly billing following the issuance of the bill. Should the due date fall on a weekend or holiday the transaction will be made on the next business day.

If an electronic debit is not honored by my bank, my account with the City of Live Oak will be considered unpaid, a non-sufficient fund (NSF) charge of \$25.00 will be added to my utility account, and the electronic payment procedure will be terminated. Subject to the sole discretion of the City of Live Oak the electronic debit procedure may be reinstated and a new authorization must be submitted.

Should two electronic debits be dishonored within one year by my bank, I understand that this payment option will not be reinstated.

This authorization shall remain in effect until the City of Live Oak receives a written notification from me of termination of electronic debiting.

Customer/Utility Account Holder Information

Date: _____ Utility account number: _____ Due date: _____

Account holder name(s) _____

Utility address _____

Mailing address (if different) _____

Phone number (Home) _____ (Cell) _____

Signature _____

(by signing, you agree to the above terms)

Financial Institution/Depository Information

Institution name _____ Phone number _____

Please circle account type: ☒ Checking ☐ Savings

Routing Number _____ Account Number _____

Institution Address _____

Termination of Electronic Debit Authorization

I hereby revoke my authorization of the electronic debit from my bank account as of _____

Signature: _____

This application does not guarantee your next bill will be drafted. It may be prenoted. Verify the status of your bill when you receive it by calling Utilities at 210-653-9140, Ext. 2110, 2225 or 2226.

Received by: _____
Date: _____