

Dear City of Great Bend Customer:

With your authorization, your water/sewer utility bill can be charged to your account at your financial institution. This service is offered to you free of charge.

By completing the following form and attaching a voided (or copy) personalized check & deposit slip, the amount of your monthly water/sewer utility bill will automatically be deducted from your account prior to the due date stated on the bill. Your monthly payment will be shown on your bank account statement. If you ever wish to discontinue this service or change banks, please notify us in writing.

If you have any questions, please contact the Water/Sewer Utility Office, 1615 10TH street, Great Bend, or phone 793-4100.

Sincerely,
Shawna Schafer, CPA
City Clerk/Finance Director

CITY OF GREAT BEND
AUTHORIZATION AGREEMENT FOR PREARRANGED PAYMENTS (DEBITS)
CITY OF GREAT BEND, ID #48-6012082

I (We) hereby authorize the City of Great Bend, hereinafter called Company, to initiate entries to my (our) account indicated below and the Bank institution named below, hereinafter called Bank, and to charge the same to such account.

Name _____ Phone Number _____

Address _____ City _____ State _____ Zip _____

Bank Name _____ City _____ State _____ Zip _____

Bank Transit Number _____ Account Number _____

Water/Sewer Service Address _____

Water/Sewer Account Number _____

This authority is to remain in full force and affect until Company and Bank have received written notification from me of its termination in such time and manner as to afford Company and Bank a reasonable opportunity to act on it. I have the right to stop payment of charge entries by notifying Company prior to the time the account has been charged. Any erroneous or incorrect charge will be corrected upon notification to the Bank.

Date _____ Signature _____