



4175 Alum Creek Drive | Obetz Ohio 43207 | (614) 491-1080

## Authorization for Automatic Direct Payment of Utility Bill

**Program Guidelines:** The Following information as well as a **voided check** is needed to set up automatic direct payment. The form must be received by the fifth (5<sup>th</sup>) of the month in order to be effective for that month. If the form is received after the fifth (5<sup>th</sup>), automatic direct payment will begin in the following billing cycle. Contact the Utility Billing Department at (614) 491-7804 should you have any questions.

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

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

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

Routing Number: \_\_\_\_\_

Name(s) on the Financial Account: \_\_\_\_\_

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

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

Do you own the property? (Circle One) **YES**    **NO**

**If you rent, please provide the following information:**

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

I hereby authorize the Village of Obetz to initiate debit entries for the purpose of utility bill payment. I further authorize, if necessary, debit entries and adjustments for any debit entries in error to the account provided on this authorization form in connection with utility bill payment. I understand that the debit entry will occur on the last day of the month unless that day falls on a weekend in which case the debit entry will occur on the following Monday. I understand that the Village of Obetz reserves the right to suspend or terminate automatic direct payment if Obetz determines, in its sole discretion, that such is warranted.

This authorization is to remain in full force until the Village of Obetz receives written notification of termination from the undersigned. Written notification must be received at least seven (7) business days prior to the desired termination date.

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