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Automatic Payment Authorization Water & Sewer Utility Billing

By completing and returning this form to our office, your monthly water/sewer utility bill will be automatically withdrawn from your bank account on the due date of each month (typically around the 11th). You will continue to receive your bill as usual, allowing you time to contact the City with any questions before your payment is processed. Once the bill cycle has been processed we are unable to stop a bill from being deducted.

Please complete this form, attach a VOIDED check and return it to City of Hill City, PO Box 395, 243 Deerfield Rd., Hill City, SD 57745. If you have any questions, please contact (605) 574-2300.

- Customer Name: _____
(As it appears on City utility bill)
- Service Street Address: _____
- Utility Account Number: _____
- Automatic Payment Start Date: _____ Phone: _____
- Email: _____

I (we) authorize the City of Hill City and the financial institution listed below to initiate electronic entry from my Checking or Savings Account (Please check one). I realize the day of the month and the amount may differ. The authorization is to remain in full force and effect until the City of Hill City has received written notification from me (or either of us) of its termination in such time and in such manner as to afford the City of Hill City, and the financial institution, a reasonable opportunity to act on it. I understand if payment is denied by my financial institution, I will be subject to additional fees.

Signature: _____ Date: _____

Name as shown on your Bank Account: _____

Financial Institution Name/Branch: _____

Routing Number: _____ Account Number: _____

Please attach a voided check