



**Engineering Department  
Public Utilities**

**BANK DRAFT AUTHORIZATION FORM**

The information below must be completed for individuals wishing to utilize their bank account to pay their associated water/sewer fees. **Please send a voided check with this form.**

ATTACH VOIDED CHECK HERE

- Do NOT sign check!
- Please remember to write VOID across front of check
- Tape or staple check to this space

It is understood that by signing below the Public Utilities Department will charge the above referenced account on the 5<sup>th</sup> day of every month the total amount due on the account as payment for my water/sewer fees. It is further understood that should my bank account be declined for any reason my utility account will be charged returned payment fees per NCGS 25-3-506. I understand that I am responsible for updating this information with the Public Utilities Department if there are any changes. I may also withdraw this information at any time by written notice.

Account Holder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Utility Account Number(s): \_\_\_\_\_

\*please list all account numbers this form should apply to if there are multiple accounts