



# Automatic Bill Payment Authorization

Tipp City Utilities offers Automatic Deduction from a bank account. The deduction occurs on the 10th of the month. If you are interested in signing up for Automatic Deduction, please accurately complete, sign and return this form to the Utility Department in order for the deduction to begin. Please include a voided check if the deduction is to come from a checking account.

I hereby authorize Tipp City Utilities to automatically debit my:  checking account\*  savings account.  
(enclose a voided check)

Here is my account information:

Account Number	Bank Transit/ABA/?Routing Number
Financial Institution	Branch
City, State, Zip	

I understand that this authorization will be in effect until I notify Tipp City Municipal Utilities in writing that I no longer desire this service, allowing it reasonable time to act on my notification. I also understand that if corrections in the debit amount are necessary, it may involve an adjustment (credit or debit) to my account.

I have the right to stop payment of a debit entry by notifying my financial institution before the account is charged. If an erroneous debit entry is charged against my account, I have the right to have the amount of the entry credited to my account by my financial institution, if it is within (15) calendar days following the date on which I was sent a statement of account or a written notice of such entry or 45 days after posting, whichever occurs first. I must give my financial institution a written notice identifying the entry, stating that it is in error and requesting credit back to my account.

**This authorization is non-negotiable and non-transferable.**

Name \_\_\_\_\_

Address \_\_\_\_\_

Utility Billing Account Number \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

\*Reminder: Please include a voided check if the deduction is coming from your checking account.

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