

# TOWN OF MOORESVILLE

## Authorization Agreement for Preauthorized Utility Payments

Name(s) \_\_\_\_\_

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

Sewer Account # \_\_\_\_\_

Start Date \_\_\_\_\_

Frequency: Monthly

I (we) authorize the Town of Mooresville to initiate debit entries for utility payments due and any adjustments to correct errors to my (our) account specified below. I (we) authorize the depository named below ("Depository") to honor such debit entries when presented against such account.

Depository Name \_\_\_\_\_ Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Checking or Savings Account \_\_\_\_\_ Checking \_\_\_\_\_ Savings \_\_\_\_\_

Transit / ABA # \_\_\_\_\_ Bank Account # \_\_\_\_\_

This Authority is to remain in full force and effect until Bank and Depository have received written notification from me (or either of us) of its termination in such time and in such manner as to afford Bank and Depository a reasonable opportunity to honor such notification.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PLEASE READ THE FOLLOWING CONDITIONS FOR AUTO DEBIT OF TOWN OF MOORESVILLE SEWER BILLS AND SIGN PRIOR TO SIGNING THE AUTHORIZATION FORM.**

SEWER BILLS WILL BE DEBITED FROM THE ACCOUNT NO MORE THAN 5 BUSINESS DAYS PRIOR TO THE DUE DATE ON THE PRINTED BILL.

NONSUFFICIENT FUNDS ON THE DAY OF THE AUTO DEBIT WILL RESULT IN A NSF CHARGE OF \$20.00 BEING ADDED TO THE SEWER ACCOUNT BALANCE.

IT IS THE RESPONSIBILITY OF THE CUSTOMER TO REPORT ANY CHANGES TO THE BANK ACCOUNT LISTED ON FILE WITH THE TOWN OF MOORESVILLE FOR THE PAYMENT OF AUTOMATICALLY DEBITED SEWER BILLS. THESE CHANGES ARE TO BE REPORTED IN WRITING TO THE BILLING OFFICE **PRIOR TO THE FIRST DAY OF THE MONTH** TO GUARANTEE THEY ARE MADE PRIOR TO THE BILL BEING SENT OUT AND THE PAYMENT INITIATED. FAILURE TO NOTIFY THE BILLING OFFICE OF ACCOUNT CHANGES MAY RESULT IN NSF FEES OR LATE PAYMENT FEES BEING ADDED TO THE SEWER ACCOUNT BALANCE AND SUCH FEES WILL NOT BE WAIVED.

ALL ACCOUNTS SET UP FOR AUTO DEBIT WILL RECEIVE AT LEAST ONE TEST FILE IN THE MONTH(S) PRIOR TO THE ACTUAL DEBIT PAYMENT. **YOU MUST CONTINUE TO SEND A PAYMENT TO THE TOWN OF MOORESVILLE UNTIL YOUR BILL CARD SAYS "AUTO DEBIT - DO NOT PAY"**. FAILURE TO MAKE SUCH PAYMENTS WILL RESULT IN LATE FEES BEING ADDED TO THE SEWER ACCOUNT BALANCE AND SUCH FEES WILL NOT BE WAIVED.

I HAVE READ AND UNDERSTAND THE CONDITIONS LISTED ABOVE FOR AUTOMATIC DEBIT OF MY TOWN OF MOORESVILLE SEWER BILLS.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
date