



City of Fort Stockton
121 West 2nd St.
Fort Stockton, Texas 79735
432-336-8525

Electronic Bank Draft Payment Form

Please read this form very carefully before signing

This is an authorization agreement for adding, removing, or changing banks from which my utility account will be electronically drafted. I authorize the City of Fort Stockton Utility Department to:

- Add** my utility account(s) to electronic bank draft status
- Remove** my utility account(s) from electronic bank draft status
- Change** bank and/or bank account(s) for my electronic bank drafts

*Remember, if you have more than one utility account you must list **all** utility accounts that you wish to add, remove, or change information on regarding electronic payments.

I agree to the following provision of Electronic Payment Processing:

1. I understand that no change will be made to my utility account regarding electronic bank draft unless a copy of this form is completely filled out for every status change.
2. Changes regarding financial institution or bank accounts will not be made to my account unless I fill out another copy of this form. If I close out my bank account BEFORE notifying the City of Fort Stockton and I have an electronic payment already scheduled to be drafted for my utility account, I will be responsible for any return check processing fees.
3. I am responsible any collection charges due if an electronic payment is returned as uncollected for any reason. The City of Fort Stockton will process all returned items in accordance with its policies for all past due utility bills. The City of Fort Stockton reserves the right to represent any returned electronic payment.
4. I will provide the City of Fort Stockton with a valid check with correct imprinted routing and bank account numbers along with is form before I can be added to electronic bank draft status.
5. I am aware that the electronic payment will be **drafted the 15th** of each or the next open business day.

Financial Institution Name

Customer Name/Phone Number

Bank Account Number

Customer Utility Service Address

Bank Routing Number

Customer Utility Account Number

Customer Signature/Date

Customer Service Clerk/Date

*****It takes approximately one billing cycle before the automatic deduction will occur. In the meantime please continue to pay by check, cash, or debit/credit card.**