



United City of Yorkville

Enrollment and Authorization Form to Pay Your Utility Bill by Direct Debit

I authorize the United City of Yorkville to deduct funds from my checking or savings account identified below to pay the amounts due on my utility account on the due date as identified on my utility bill. I acknowledge that I will receive a bi-monthly utility bill indicating that this is an "AUTO PAY DATE" from my checking or savings account. I understand that I can stop these automatic payments if I notify the City's Finance Department in writing. Changes to automatic payments may take up to 30 days to become effective. I agree to notify the Finance Department promptly if I change banks or if my account number changes. I understand that there will be an administration fee of \$35.00 charged for non-sufficient funds, closed account, etc. I also understand that if this automatic debit is not honored by my bank or financial institution for any reason under my control, my utility account will be assessed a penalty and my utility service may be disconnected for nonpayment.

Please remit this form to: United City of Yorkville, Attn: Finance Department, 651 Prairie Pointe Drive, Yorkville, IL 60560, or drop it off at the Front Desk or Utility drop box at City Hall. You may also fax it to (630) 553-7575. Please call (630) 553-4350 for assistance or if you have any questions.

ALL INFORMATION MUST BE COMPLETED OR THE ENROLLMENT FORM WILL BE RETURNED.

Please print your name and service location as shown on your United City of Yorkville Utility Bill:

UTILITY BILL ACCOUNT NUMBER _____

NAME _____ **DAYTIME PHONE:** _____

SERVICE ADDRESS _____

AUTHORIZED SIGNATURE _____ **DATE** _____

E-MAIL ADDRESS _____

To select direct debit using your bank account please check:

☐ Savings (ATTACH VOIDED DEPOSIT SLIP)

☐ Checking (ATTACH VOIDED CHECK)

Financial Institution Account Number _____ Routing Number _____

Return this form to:

United City of Yorkville
Attn: Finance Department
651 Prairie Point Drive
Yorkville, IL 60560

By Fax: (630) 553-7575