



201 E Main St
PO Box 546
Olney, TX 76374
Phone: 940-564-2102
Fax: 940-564-5496

CITY OF OLNEY

Authorization Agreement for Pre-Arranged Payments Automatic Bill Payments (DRAFTS)

I (we) the undersigned, hereby authorize the City of Olney, wherein, after called CITY, to debit my (our) checking account monthly for the amount of services billed by City for my (our) account. I (we) authorize the financial institution named below, hereinafter-called BANK INSTITUTION, to debit such amount from my (our) account. I (we) have read the bottom portion of this form and understand the stated conditions are applicable to this agreement.

BANK NAME	BANK LOCATION
ROUTING #	ACCOUNT #
Customer Signature	Customer Name (PRINTED)
Second Signature (if joint account)	Address
Customer Telephone Number	City, State, Zip
Customer Work Number	City of Olney Account #

The authority shall remain in full force and effective until both CITY and BANK INSTITUTION have received written notification from customer of the revocation of such authority so as to afford CITY and BANK INSTITUTION opportunity to resume regular billing/payment procedure. I (we) have the right to stop payment of a debit entry by notification to BANK INSTITUTION the opportunity to process said request prior to debiting my (our) account. After my (our) account has been debited, I (we) have the right to have the amount of erroneous debit entry immediately credited to my (our) account by BANK INSTITUTION, provided I (we) send written notice of such erroneous debit entry to BANK INSTITUTION within 15 days following issuance of the account statement or 45 days after posting, whichever occurs first. I (we) understand that debits to my (our) account, as authorized by this agreement, will occur approximately 6 calendars from date of billing. If my (our) BANK INSTITUTION notifies CITY the sufficient funds are not available in my (our) account to pay my (our) bill, the regular CITY service charge for returned checks will be charged to my (our) service account. My (our) participation in this pre-arranged payment plan will not change my (our) charges for water, sanitation, and waste water service and this authorization agreement is simply and alternate and convenient method to make payments for water, sanitation, and waste water service.