

DIRECT PAYMENT OF CITY OF BONNER SPRINGS UTILITY BILLS

The City of Bonner Springs is now accepting direct payments from your bank for your monthly utility bill. If you would like to participate, please read and complete the "Authorization Agreement for Direct Payments" form below. This form authorizes your bank, savings and loan or credit union to transfer funds to pay your monthly utility bills. Then attach a voided blank check to the form and return it to City Hall. Forms and void check can be mailed to City of Bonner Springs, Attention: Heather Turney, P.O. Box 38, Bonner Springs, Ks. 66012 or can be dropped off at City Hall, 200 E. Third St. They can be dropped off during business hours from 8:30 a.m. – 5:30 p.m. Monday - Friday. If you have any questions, please contact Heather Turney at (913) 667-1717.

AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS)

I (we) hereby authorize the City of Bonner Springs, hereinafter called COMPANY, to initiate debit entries to my (our) account indicated below at the financial institution named below hereinafter called FINANCIAL INSTITUTION, and to debit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Financial Institution Name

Branch

City, State, Zip

Account Number Routing Number Checking _____ or Savings _____

This authorization is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination in such time and manner as to afford COMPANY and FINANCIAL INSTITUTION a reasonable opportunity to act on it.

Service Address

Utility Account #(s)

Daytime Phone #

Home Phone #

Signature

Print Individual Name Date
(must be authorized signer for the account identified)

Signature

Print Individual Name Date
(must be authorized signer for the account identified)

PLEASE ATTACH COPY OF A VOID CHECK TO THIS FORM

- Your bill will automatically be deducted from your bank account on the due date.
- Please allow 4 to 6 weeks for your automatic bill payment to become effective. Continue to pay your bill in the usual manner until the following message appears on your bill: "AUTOMATIC DRAFT – DO NOT PAY".
- If there are insufficient funds in your bank account on the due date, a \$25.00 return fee will be charged and you will be required to pay the return fee and the bill in cash.