WATER UTILITIES
LEE'S SUMMIT

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Authorization Agreement for Direct Payments (ACH Debits)

The Lee's Summit Water Utilities Department is pleased to provide Direct Debit Payment Processing for its water and sewer customers. The City is offering an auto bank draft program as a convenience to our customers who choose to have their monthly water and/or sewer utilities bill automatically deducted from their bank account. By filling in the information, we are able to electronically collect funds from your checking or savings account to pay your water and sewer charges automatically.

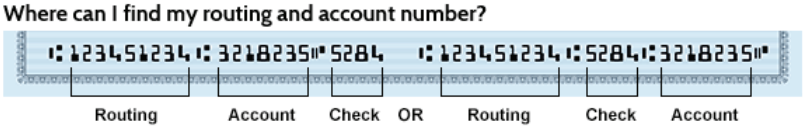
☐ New Participant ☐ Update of Financial Information ☐ Cancellation

☐ Checking
☐ Savings

Financial Institution *Routing Number* *Bank Account Number (checkings / savings)*

Once this program is implemented with our bank, your bill will indicate: **"Do Not Pay - Will be Bank Drafted"** in the **"AMOUNT Enclosed"** section of your bill. Please check your bill to see if the bank draft program has been activated. Lee's Summit Water Utilities will draft the payment from your bank account on the due date of your bill. If the due date is on a weekend or holiday your payment will be drafted on the following business day.

Where can I find my routing and account number?



*Please note that for Bank of America customers your ACH routing number may be different from your Bank of America routing number. For any questions please contact your bank.

Authorization for Direct Payment

I authorize the Lee's Summit Water Utility and the financial institution named above to initiate entries to my checking/savings account. This authority will remain in effect until I notify you in writing to cancel it in such a time as to afford the financial institution a reasonable opportunity to act on it. The Lee's Summit Water Utility reserves the right to terminate this payment plan or participation therein with due notification to the utility billing customer.

I agree to be responsible for notifying the Lee's Summit Water Utilities in writing of any changes in name, address or bank account information. I understand that Lee's Summit Water Utilities retains the right to impose service fees for all dishonored depository items.

Print Customer Name *Telephone Number*

Service Address *Customer Number*

Customer Signature - Typing your name in this field will act as your signature, which is required in order for this form to be processed and approved. *Date* *Utility Account Number*

Questions may be directed to Lee's Summit Water Utilities at (816) 969-1900.