



City of Sidney

Revenue Collections Department

Automatic Payment Plan – Authorization Form for Utility Bill

I hereby authorize the City of Sidney Revenue Collection Department to automatically deduct the amount of my water/sewer/refuse bill from my checking or savings account (as listed below). This deduction will occur on the due date. If the due date falls on a legal holiday or weekend, the payment will be deducted on the next business day. Automatic payment will begin with the next bill issued after this form has been provided.

I understand that if correction in the debit amount is necessary, it may involve an adjustment (credit or debit) to my account. If the payment is returned by the bank for any reason, I understand that a returned payment fee of \$15.00 will be applied to my account.

I understand that this authorization will remain in effect until I provide the City of Sidney Revenue Collection Department with written notification from me to terminate this agreement. The automatic deduction will cease after written notice is received and a reasonable time to act on the termination is given.

Name on Account:	
Utility Account #:	Phone:
Service Address:	
Financial Institution Name:	
Financial Institution City & State:	
Account type: (check one) <input type="checkbox"/> Checking <input type="checkbox"/> Savings	
ABA Routing #:	Account #:

Signature: _____ Date: _____

City of Sidney Revenue Collections Department

201 West Poplar St. Sidney, Ohio 45365 Phone: (937) 498-8114 Fax: (937) 498-8191

Email: awooten@sidneyoh.com