

## City of Geneva Automatic Payment Option – Authorization Form

I authorize the City of Geneva to begin electronic deductions from my bank account for payment of my water / sewer quarterly bills on the 30<sup>th</sup> of the month in which the bill is due. I will notify the City if I change banks or account numbers by mailing in a new voided check or deposit slip. I must notify the City in writing to change or cancel this service. Transfers will begin the quarterly payment immediately following this notice.

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*Customer Name (exactly as it appears on water/sewer bill)*

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*Water / Sewer Account Number*

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*Address*

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*Telephone Number*

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*Customer Name (exactly as it appears on bank account)*

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*Bank Name*

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*Account Number*

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*Signature / Date*

Please print all information and return to Comptroller's Office, Geneva City Hall. **A VOIDED CHECK OR DEPOSIT SLIP MUST ACCOMPANY THIS REQUEST.** If you have any questions or concerns regarding City of Geneva's Automatic Payment Option, please call the Comptroller's Office at (315)789-2114.