



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 dates. 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 insufficient funds are available for this payment, I understand that a 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 #:

PLEASE ATTACH A VOIDED OR CANCELED CHECK

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