



City Of Hamilton

Automatic Bank Draft ~ Authorization Form

Please Print Clearly or Type

Ryan Polster

City Administrator
adm@ci.hamilton.tx.us

200 E Main St
Hamilton, TX 76531

Phone

254/386-8116

Fax

254/386-3508

Web

www.hamiltontexas.com

City Secretary

Brooke Tomlinson
citysecretary@ci.hamilton.tx.us

City Council

Mayor

Rodney Craddick

Mayor Pro-Tem

Todd Jordan

Doug Baker

George Beard

Richard Buchanan

Gary Haggard

I (we) authorize the CITY OF HAMILTON to enroll me in the Bank Draft Plan and instruct my bank to allow the City of Hamilton to electronically draft my water bill payment from the account noted below. I understand that it is my responsibility to notify the City of Hamilton, in writing, if I change banks or account numbers. This authorization will be in effect until either party gives written notice to the other of termination. I understand that if any corrections in the debit amount are necessary, it may involve an adjustment (credit or debit) to my account. A VOIDED check (or copy of same) is enclosed.

In the event my account has Insufficient Funds (NSF) to cover the utility amount drafted, or my draft is rejected due to a closed account status, bank ownership changes or account changes, a \$25.00 NSF fee will be assessed per active account and debited from my account in addition to the monthly payment due.

Any NOTICE OF TERMINATION must be received within ten (10) days prior to the drafting of my water bill, so that the City will have reasonable opportunity to act upon the termination of my utility bill draft.

BANK ACCOUNT MUST BE IN THE NAME OF CITY ACCOUNT HOLDER.

Name: _____ Utility Acct #: _____

Service Address: _____

Mailing Address (if different): _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____ Email: _____

Bank Name: _____

Bank Address (Optional): _____

Routing #: _____ Account #: _____

Signature: _____ Date: _____

Please Deliver to or Mail completed form to:

City of Hamilton
200 E Main St
Hamilton, Texas 76531

Questions?: Call (254) 386-8116 Ext 0 or
by Email: billing@ci.hamilton.tx.us