



# CITY OF GREENBRIER

Greenbrier, Tennessee 37073

## AUTOMATIC BANK DRAFT

Automatic Bank Draft is available for water payments. Payments are taken out of your account on the 20<sup>th</sup> of each month. You will receive a bill each month to show you the amount that will be taken from your account that month; do not pay this bill, it is just for your records. To sign up for Automatic Bank Draft, complete the following form and return it to City Hall.

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### *Automatic Bank Draft Application*

Customer Account Number\*: \_\_\_\_\_

Name: (Please print) \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

\*Customer Account Number can be found on your water bill or obtained at City Hall.

I hereby authorize the bank to pay my bill from my account. This authorization will remain in effect until I have cancelled it with the City of Greenbrier at least 30 days prior to receiving my utility bill.

I further understand that in the event my account had insufficient funds to cover the monthly payment amount drafted, or the monthly payment rejects due to the account closed status, bank ownership changes or account changes, a fee will be assessed and debited from my account in addition to the monthly payment due. The City of Greenbrier will also charge returned check fees and contact me to have payment cleared within 3 business days of them receiving bad payment. It is my duty to notify the City of Greenbrier 30 days prior to a scheduled draft of any changes made to my designated depository account, including but not limited to closed status, bank ownership changes and account changes.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\* Please attach a voided check below.\*\*