

The City of Choctaw now offers automatic bank drafting to pay your monthly water utility bill. Automatic bank drafting allows you to pay your bills for water; sewer; trash and/or stormwater automatically by charging it to your checking account.

HOW IT WORKS

When you use automatic drafting you still receive a monthly bill just as you do now which features the date your bill will be automatically paid – usually about 10 days after the bill date, depending on weekends and holidays. If you have questions about your bill, you will have plenty of time to contact the City of Choctaw prior to the automatic transfer. If, at any time, you wish to stop paying by automatic transfer, simply contact the Utility Billing Department at 390-8276, and you will be taken off the plan. Please notify the Utility Billing Department if you change bank accounts.

The only requirement for enrollment in the plan is that you have a checking account. Simply complete the authorization form below, **enclose it along with a voided check** and return them both to the **Utility Billing Department, P.O. Box 567 Choctaw OK 73020-0567**. Keep this upper portion for your records. It will take about 30 days to set up your account. Continue to pay your bill as usual, until your bill is marked “**Draft Pay**”. In case of insufficient funds or closed bank accounts, you will be assessed by your financial institution and the City of Choctaw Water Department the same amount that would apply for a dishonored check.

KEEP FOR YOUR RECORDS

On _____, I authorized _____ (Name of Financial Institute) to pay and to charge to my account the amount of any instrument drawn on my account by and payable to the order of the City of Choctaw. I also agree to the terms on the authorization.

AUTHORIZATION FOR AUTOMATIC BILL PAYMENT

Return is form to: Utility Billing, P.O. Box 567, Choctaw OK 73020-0567 for additional information, call Utility Billing at 390-8276.

Name: _____
(As it appears on your utility bill – PLEASE PRINT)

Address: _____

City: _____ State: _____ Utility Account Number: _____

Bank Account Number: _____

Type of Account (Please Check One): Checking _____ Savings _____

IMPORTANT: Please return a voided check with this form to ensure accurate processing.

I authorize you to charge my checking or savings account monthly in the amount of my monthly bill and to make that deduction payable to the City of Choctaw. In making this authorization, I agree to all Terms and Conditions of Authorization.

DATE _____

SIGNATURE _____