

# TOWN OF SURF CITY, N.C.

## AUTHORIZATION TO CHANGE AUTOMATIC PAYMENT/DRAFT

Complete this form to cancel automatic payments/drafts that are made from your former bank account, and enroll your new bank account for future automatic drafts. This includes all Town of Surf City utility billing accounts currently set to be drafted from your old financial institution. Be sure to mail this in before your next payment is due.

\*\* Please allow sufficient time for changes to be made in the system.

\*\*\* A voided check for your new financial institution is required and must be included with this form.

### Surf City Utility Account Information (Confirm your account information):

Name on Account: \_\_\_\_\_

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

Account #: \_\_\_\_\_

*(Please list at least one utility account currently being drafted from your former bank account)*

### Cancel automatic drafts from the old checking account at:

Name of former Financial Institution: \_\_\_\_\_

### I hereby authorize automatic payment/draft from my new checking account at:

Name of new Financial Institution: \_\_\_\_\_

New ABA Routing Number: \_\_\_\_\_

New Checking Account Number: \_\_\_\_\_

Your signature also confirms that you agree to the same terms as are defined on the original "Authorization for Town of Surf City Automatic Payments" form.

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

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(THIS PORTION FOR INTERNAL USE ONLY)

Notes \_\_\_\_\_ Date Completed: \_\_\_\_\_

\_\_\_\_\_ Entered by: \_\_\_\_\_