The City of Altura is delighted to introduce Direct Bill Payment for Water and Sewer bills. With this option, your quarterly Water and Sewer bill can be automatically deducted from your checking or savings account.

DIRECT BILL PAYMENT AUTHORIZATION FORM

If you agree to use the direct Bill Payment service, your quarterly bill will be deducted directly from your checking or savings account on the due date or following business date if the last day of the month falls on a weekend or holiday. You will continue to receive a bill from the City via email and information on your consumption, the amount billed, and the due date for the quarter. It will be clearly marked DRAFT on the bill when the Direct Bill Payment Service is in effect.

To participate in the Direct Bill Payment service, complete and sign the authorization form, attach a voided check and mail this information City of Altura, 25 N Main, Altura MN 55910.

Your participation is subject to the following conditions:

- You agree that any payment not honored by your bank will result in fees, penalties and/or other charges from the City and/or your bank.
- The Direct Bill Payment Service will be discontinued after the first time a deduction is not honored by your bank.
- To discontinue the Direct Bill Payment service, you must contact the City in writing at least 15 days in advance of your bill due date.

AUTHORIZATION FOR DIRECT BILL PAYMENT SERVICE

I have read and understand my right and obligations as outlined in this agreement.

I authorized my financial institution, _____, to accept payment requests from the City of Altura for my water and sewer charges and to deduct them from my account.

Customer Name (Print): _____ Email _____

Service Address _____

Telephone Number _____ Water/Sewer Account Number _____

Signature _____ Date _____

Fill in Bank Routing & Account Number below. Attach Voided Check.

Bank Routing/ABA Number _ _ _ _ _ _ _ _ _

Bank Account Number _____

Mail to: City of Altura
25 N Main
Altura MN 55910

Questions can be directed to 507-796-5461 Ext. 11