



**CITY OF PORT NECHES EFFICIENT PAY - UTILITY BILL:
(ACH DRAFT)**

You may elect to have your water, sewer, and garbage payment automatically deducted from your checking or savings account!

AVOID LATE FEES AND LOST OR DELAYED MAIL: CONSERVE TIME

Return this form to: 1005 MERRIMAN or

Mail to: P.O. BOX 758, PORT NECHES, TEXAS 77651

AUTHORIZATION FOR AUTOMATIC BANK DRAFTING - DIRECT PAY

I authorize the City of Port Neches to charge my account for the monthly amount of services billed. I authorize the institution indicated below to debit such amounts from my account.

_____	_____
CUSTOMER NAME (PLEASE PRINT)	UTILITY ACCOUNT NUMBER
_____	_____
HOME/CELL TELEPHONE NUMBER	WORK TELEPHONE NUMBER
_____	INDICATE TYPE OF ACCOUNT:
FINANCIAL INSTITUTION (CITY & STATE)	____ CHECKING ____ SAVINGS
_____	_____
SIGNATURE (AS SHOWN ON YOUR BANK RECORDS)	DATE
ACCEPTED AND COMPLETED BY _____ ON _____	

NOTE: Attach a voided check. Once Direct Pay is complete, your monthly bill will note: "BANK DRAFT – RETAIN THIS STUB FOR YOUR RECORDS – DO NOT PAY." You will continue to receive a monthly bill which will indicate a "due date." Your bank draft will be completed no more than 5 days prior to your due date (no drafting will occur on weekends or holidays).

This authorization is between the City of Port Neches and the customer named above for bank drafting from the institution named above and the account number on the voided check provided by the customer. If information changes, it is the customer's responsibility to notify the City, in writing, of the changes or to complete an updated form.

Please ensure that sufficient funds are in your account to cover the automatic withdrawal each month. If your automatic draft is returned for insufficient funds, you may be assessed the same amount that would apply for a dishonored check. A second occurrence will terminate your Direct Pay privileges with the City of Port Neches. Direct Draft may be discontinued at the request of the utility customer at any time. Should you wish to cancel this cost effective service, please contact our office at (409) 727-2181.