



**CITY OF NORTH LIBERTY  
ACH PAYMENT AUTHORIZATION**

**AUTHORIZATION AGREEMENT FOR AUTOMATIC CLEARING HOUSE (ACH) DEBIT FOR UTILITY BILLING**

I, (We) hereby authorize **City of North Liberty** (hereinafter called **City**) to initiate appropriate ACH entries and, if necessary, adjustments for entries made in error, to my (our) account(s) indicated below and the depository(s) named below to credit and/or debit the same such accounts. This authorization shall remain in effect until **City** has received written notification from either party of its termination in such time and in such manner as to afford **City** and depository(s) a reasonable opportunity to act upon said termination request. **City** may cancel this agreement at any time upon written notification to **City's** customer.

**Debit/Charge Information**

Account Title: \_\_\_\_\_

Account Number: \_\_\_\_\_

Depository Name: \_\_\_\_\_ Routing/Transit #: \_\_\_\_\_  
(9 digits)

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

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone No.: \_\_\_\_\_

The utility payment shall be posted the 13<sup>th</sup> of each month or the following business day, should this be a non-banking business day, and shall begin on (month) \_\_\_\_\_ (day) \_\_\_\_, 20\_\_\_\_, or as soon as possible after City has received this form properly completed and signed.

If appropriate, please attach a voided check from the above account(s).

**A copy of this completed form is to be provided to all parties concerned.**

**Cancellation:** Authorization of the above is hereby revoked and acknowledged as of:

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

City representative: \_\_\_\_\_ Date: \_\_\_\_\_

**Official Use**

TAKEN BY: \_\_\_\_\_ ENTRY DATE: \_\_\_\_\_ ENTERED BY: \_\_\_\_\_