



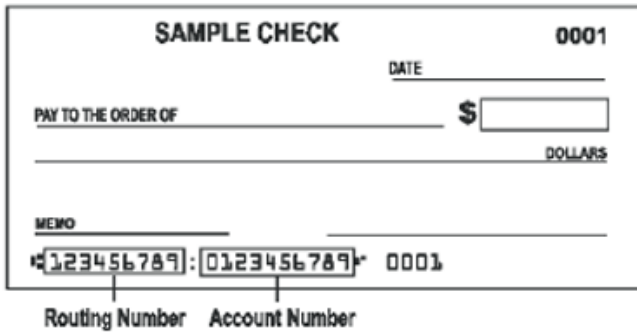
**Water Billing Department**

530 North Freedom Street • P.O. Box 1215  
Ravenna, Ohio 44266  
p: 330.297.2151 • f: 330.297.7512

**Authorization Agreement for Automatic Payments.**

I (we) hereby authorize the City of Ravenna, to initiate debit entries to my (our) Checking Account / Savings Account (select one) indicated below at the financial institution (bank, credit union, etc.) named below, and to automatically debit such account each billing cycle. I (we) acknowledge that the origination of such debit transactions (called Automated Clearing House (ACH) transactions) to my (our) account must comply with the provisions of the U.S. Law.

Financial Institution Name: \_\_\_\_\_  
Routing Number: \_\_\_\_\_  
Account Number: \_\_\_\_\_



This Authorization is to remain in effect until the City has received written notification from me (or either of us) of its termination in such time and in such manner to afford the City and my (our) financial institution a reasonable opportunity to act on it. A reasonable time is deemed to be approximately 30 days advance notice.

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

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

Utility Billing Account# \_\_\_\_\_

Utility Service Address: \_\_\_\_\_

Notes:

1. The City may revoke its debit authorization by notifying the originator in writing by certified mail.
2. Please attach or enclose a copy of a voided check so that we, together with your bank/credit union, may confirm routing and account numbers.
3. Your account will be debited on the due date printed on your bill each month.
4. A penalty may be assessed if there are insufficient funds in your account.

Please allow up to one (1) month for 1st auto-payment (debit) to be made.