



1100 McDuff Avenue / Post Office Box 425, Grandview, Texas, 76050
Office: (817) 866-2699 Fax: (817) 866-2961

AUTOMATIC BANK DRAFT AUTHORIZATION FORM

The City of Grandview is offering a new automatic bank draft service to customers at no cost.

To participate you must complete and sign this form and attach a bank check marked "VOID" to authorize payment from your account. The form and voided check must be returned to the utility clerk for processing.

Name of Your Financial Institution

Routing number

Bank Account Number

____ **Checking account**

____ **Savings account**

I authorize the City of Grandview and the Financial Institution designated in the authorization form to withdraw funds on a recurring basis from my checking or savings account for payment of my utility bill. I understand that both the Financial Institution and the City of Grandview reserve the right to terminate this service and my participation in it at any time. I may elect at any time to discontinue automatic bank draft service by notifying the City of Grandview at least 30 days prior to the effective bill date.

In the event my bank refuses the monthly draft due to insufficient funds, I understand I will be removed from the Automatic Bank Draft for a period of 12 months. I understand that I am responsible for payment of any insufficient fees assessed to my utility account for bank drafts that are returned as insufficient by my Financial Institution.

Signature (as accepted by your financial institution)

Date

Name (please print)

Address

E-mail Address

Phone Number

Utility Account Number (##-####-##)

***** Be sure to enclose a voided check with this form. *****

Please complete and submit in one of the following ways:

IN PERSON:

City of Grandview
1100 McDuff Avenue
Grandview, Texas 76050

BY MAIL:

City of Grandview
P.O. Box 425
Grandview, Texas 76050