



City of Elko Municipal Water Dept.  
1751 College Avenue  
Elko, NV 89801  
(775) 777-7135 (775) 777-7106 Fax

***BANK DRAFTING AUTHORIZATION/AGREEMENT***

Customer Name: \_\_\_\_\_

Customer Account Number as shown on bill: \_\_\_\_\_

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

Daytime Phone Number: \_\_\_\_\_

Name of your bank, savings and loan, or credit union:  
\_\_\_\_\_

Date of Payment:                    10<sup>th</sup>    20<sup>th</sup>    (please indicate only one date)

I have authorized the Elko Municipal Water Department to begin deductions from my account with the financial institution listed above for payment of my water and/or sewer bill.

- This authorization will remain in effect until revoked by me in writing.
- Payments will be deducted on the same date each month, unless notification has been made in writing. Should the payment date fall on a weekend, payments will be deducted the next business day.
- Payments will not be deducted from your account until the second billing cycle after automatic payment has been setup.
- The full amount of the bill will be deducted each month.
- If a draft is returned unpaid by your bank, a return fee of \$20 will be assessed to your account.
- Should two drafts be returned by your bank, you will no longer be eligible for the auto pay service.

***Please enclose a void check to draft your checking account, or a savings deposit slip to draft your savings account. These documents indicate the numbers necessary for your bank to process the draft.***

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date