

Jefferson City Utilities

CITY OF JEFFERSON
320 E. McCarty Street
Jefferson City, MO 65101
573-634-6328

Monthly Automatic Draft Plan – AUTOPAY

I/We hereby request the privilege of paying monthly Sewer Utility Payments in the amount of my monthly sewer charges per month, to the City of Jefferson, 320 E. McCarty Street, Jefferson City, MO 65101, under the City's Monthly Automatic Draft Plan, and hereby request the City to electronically withdraw funds for the purpose of paying said payments on the account of:

Account No./Nos. _____

Name: _____

Service Address: _____

Mailing Address: _____

Phone Number: _____

_____ Checking Account Number _____

or

_____ Savings Account Number _____

Subject to the following conditions:

1. **The items shall be drawn on or about the 1st business day of each month.**
2. The privilege of making payments under this Plan may be revoked by the City if any item is not paid upon presentation.
3. This plan, if cancelled, does not release you from your obligation to pay your sewer bill.
4. **A service fee will be assessed for order returned or insufficient funds or for any reason.** The City reserves the right to draft via Electronic Funds Transfer all amounts owed by the account holder including any and all late fees and service fees.
5. The monthly automatic draft payment may be cancelled by account holder at any time provided notice is given to Jefferson City Utilities fifteen (15) days prior to the 1st of the next month, notification can be made by calling (573) 634-6328.
6. As sewer rates are re-assessed each year for the July billing, the amount drawn from your account is subject to change at this time.
7. This plan shall apply to the following applicant (s):

Account Holder Signature _____

Date _____

Please attach a Void Blank Check or Deposit Slip (Verify that Routing Numbers Match)

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business hours to process the request.