

*Direct Pay is convenient...*

Your bill is paid automatically, even when you forget or are away

A paid bill is sent to you for your records

Payment verification appears on your bank statement

You no longer have to run to the mailbox, post office or city hall to pay your bill

*Direct Pay saves expense...*

Eliminates the cost of checks

Eliminates postage

Avoids late payments and penalties

The service is free

*Direct Pay is easy...*

You complete the authorization

Your bill is paid automatically

Access to your account is limited to paying utility bills only

Your payment is never, lost, misdirected or late

*Direct pay makes sense...*

It saves time

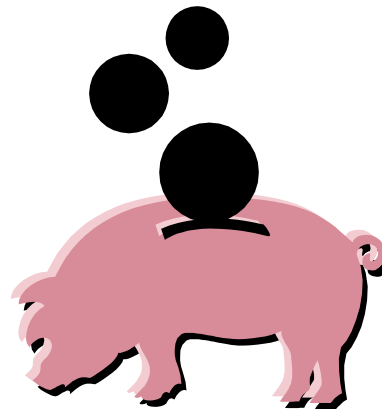
It saves money

It is simple

It is safe and secure

Terms & Conditions

1. All payments will be sufficient to pay the customers monthly utility bill in full.
2. Direct Pay customers will have their bills marked paid.
3. If there are insufficient funds available to pay the entire bill on the payment date the City of Harmony retains the right to take payment in whole or in part when funds become available. Penalties and non-sufficient funds charges may apply.
4. This authorization will remain in effect until you notify us in writing to cancel it, we notify you in writing to cancel it, or you close your account with either your bank or the City of Harmony Public Utilities.



# CITY OF HARMONY PUBLIC UTILITIES

*No checks*

*No stamps*

*No running*

*No worry*

Save time and money...

Sign up for **Direct Pay** and pay your utility bill on time each month.

Direct pay is a convenient free service for customers of City of Harmony Public Utilities that automatically pays your utility bill every month.

We transfer the entire amount of your utility bill from your present checking or savings account at your bank five to ten days before your bill is due.

You will continue to receive a monthly bill, but it will be marked paid and there is nothing more you need to do. Proof of payment will also appear on your bank statement.

You may cancel this service at any time by notifying the city in writing.

To start this service please complete fully the authorization to the right and return to the city offices. Continue to pay your bill as usual until you receive a bill marked paid. There is nothing to do after that, further bills will be paid automatically until your authorization is cancelled.

See reverse for further terms and conditions.



## Direct pay authorization

I request and authorize the City of Harmony to automatically deduct sufficient funds from my checking or savings account indicated below to pay in full on the **5<sup>th</sup> of each month** the bill for the utility account indicated below.

Name on bank account \_\_\_\_\_

Bank account number \_\_\_\_\_  
attach a deposit slip or voided check (photocopies accepted)

Type of account     checking                   savings

Bank name \_\_\_\_\_

City State Zip \_\_\_\_\_

~ ~ ~

Name on utility account \_\_\_\_\_

Utility account number \_\_\_\_\_

~ ~ ~

The City of Harmony has the right to end this authorization by sending written notice to my current address as shown on the utility's records. I further understand this authorization is automatically ended if I discontinue utility service.

I further understand that I may stop this authorization by notifying the City of Harmony in writing 15 days before my account is charged. Notifying my bank alone will not stop automatic payments.

Signature of account holder \_\_\_\_\_

Signature of account holder \_\_\_\_\_  
(if joint account)