



Chesterfield County Department of Utilities

Automated Bank Draft Authorization Terms of Agreement



George B. Hayes, P.E.
Director

I (we) hereby authorize the Chesterfield County, Va., Department of Utilities to automatically debit my bank account for payment of the following utility accounts:

Utilities (debited by primary utility account holder)

Service address: _____ Utilities Account No.: _____

Service address: _____ Utilities Account No.: _____

Your bimonthly utility bills provide information about when your account will be debited.

Authorization for bank debits

I (we) authorize the Chesterfield County, Va., Department of Utilities to automatically debit my bank account for the payments indicated above. This authorization is to remain in effect until the Utilities Department receives written notice from me of its termination, in such manner as to afford the Utilities Department a reasonable opportunity to act upon it (at least 10 days before due date). I also understand that if I change or close my bank account, I must immediately contact the Department of Utilities at 804-748-1291. Furthermore, I agree that the failure of my financial institution to honor such payment requests will result in termination of this service, and applicable penalty, interest charges and fees will be assessed

(All owners of above property must sign)

(1) Name: _____

Street: _____

City: _____ **State:** _____ **ZIP Code:** _____

Home Phone: _____ **Work Phone:** _____ **Cell:** _____

Signed: _____ **Date:** _____

(2) Name: _____

Street: _____

City: _____ **State:** _____ **ZIP Code:** _____

Home Phone: _____ **Work Phone:** _____ **Cell:** _____

Signed: _____ **Date:** _____

Please keep a copy of this form for your records. Please send this form with a **voided check** for checking account deductions, or a **deposit ticket** for savings account deductions to:

**Chesterfield County Utilities Department
Billing and Customer Service
P.O. Box 608
Chesterfield, VA 23832**