



Chesterfield County
Department of Utilities
Automated Bank Draft Authorization
Terms of Agreement



Roy E. Covington, 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: _____ **Account No.:** _____

Service address: _____ **Account No.:** _____

Your bimonthly utility bills provide information as to 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:** _____

Signed: _____ **Date:** _____

(2) Name: _____

Street: _____

City: _____ **State:** _____ **Zip Code:** _____

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:

Billing and Customer Service
Chesterfield Utilities
P.O. Box 608
Chesterfield, VA 23832
Attn. APS