

## AUTOMATIC BANK PAYMENT

*The convenient, easy way to pay your monthly water bill!*

### What is AUTOMATIC BANK PAYMENT? (ACH)

Automatic Bank Payment is a convenient and easy automatic payment service that saves you time, effort, and postage. This modern, electronic bank transfer ensures that your water bill is paid in a timely, efficient manner.

### How does AUTOMATIC BANK PAYMENT work?

As in the past, you will continue to receive your water bill before your automatic payment is made. You will know the total amount of your water bill in advance so you will know exactly how much your financial institution will be automatically paying from your checking or savings account. This amount will be automatically paid to Council Bluffs Water Works on the due date.

The payment will be shown on the account statement you receive from your financial institution each month.

### How do I sign up for AUTOMATIC BANK PAYMENT?

Just complete the form below and mail or bring it to Council Bluffs Water Works Office. Please include a voided check.

Sign up today to begin enjoying the benefits and convenience of AUTOMATIC BANK PAYMENT!

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Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_ CBWW Acct.\*# \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Name of Financial Institution \_\_\_\_\_  
Name of Institution Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
**Select one:**  Checking Account  Savings Account Account Number \_\_\_\_\_  
Routing # \_\_\_\_\_

*(\*Note: Your Council Bluffs Water Works Account Number is printed at the top of your last bill)*

I authorize **COUNCIL BLUFFS WATER WORKS** and the financial institution named here to initiate variable entries to my checking/savings account. This authority will remain in effect until I notify **COUNCIL BLUFFS WATER WORKS** in writing 30 days prior to cancellation in such time as to afford the Council Bluffs Water Works a reasonable opportunity to act.

Also, I agree that I remain obligated to pay for utility services in the event that a charge to my account is dishonored, for whatever reason, and that **COUNCIL BLUFFS WATER WORKS** retains its normal collection rights.

Signature (required) \_\_\_\_\_

**COMPLETE THIS FORM AND RETURN IT WITH A VOIDED CHECK TO:**

**COUNCIL BLUFFS WATER WORKS • P.O. BOX 309 • COUNCIL BLUFFS, IA 51502**