



CITY OF PARKERSBURG
1 GOVERNMENT SQUARE
PARKERSBURG, WV 26101

DIRECT DEBIT PAYMENT AUTHORIZATION

Complete the application below to have the City of Parkersburg automatically withdraw the amount due on your monthly Police/Fire/Sanitation bill from your checking or savings account.

Include a voided bank check printed with your name, address and bank account number or savings account number and routing number.

You will still receive a bill each month. The total due will automatically be withdrawn from your bank account on the **18th** of the month (**if the 18th is on a weekend, the amount will be withdrawn on the Friday before the 18th). The service will begin with the current bill if the application is received by the City of Parkersburg by the **15th** of the month.

If you choose to cancel the service, the City of Parkersburg must be notified in writing by the 15th of the month, by completing a Stop Direct Debit Payment Authorization form. Notify the City of Parkersburg immediately of any change in banking information.

The City of Parkersburg reserves the right to discontinue customer's participation in the direct debit program should a problem arise with insufficient funds or a closed account.

PLEASE PRINT
CITY OF PARKERSBURG
DIRECT DEBIT PAYMENT AUTHORIZATION

City of Parkersburg Account Number

Name

Address

Telephone Number

Name of Financial Institution

Branch

City

State

Zip Code

Financial Institution Account Number

Checking

Savings

I hereby authorize the City of Parkersburg to initiate debit transactions from my bank account for the payment of Police/Fire/Sanitation fees to the above referenced City of Parkersburg account. This authority will remain in effect until I notify the City of Parkersburg in writing to cancel the service.

Signature

Date