



City of Greenville ♦ 2821 Washington ♦ Greenville TX 75401 ♦ (903) 457-3122 ♦ Fax (903) 457 3180
GEUS ♦ 6000 Joe Ramsey Blvd ♦ Greenville, TX 75402 ♦ (903) 457-2800 ♦ Fax (903) 457-2877

Authorization for Bank Draft

Name of Banking Facility: _____
Location of Bank (City/State): _____
Name on Bank Account: _____
Checking Account Number: _____
Name on Utility Account: _____
Street Address: _____

Phone Number: _____

I, _____, request that the City of Greenville Utility Administration draft my monthly utility bill payment from the above referenced account.

It may take up to two (2) billing cycles, from the time this completed form is returned to the Utility office, for this program to go into effect, as to allow for processing of information and coordination of accounts between the bank and the Utility office. Upon completion of this process, the drafting program will go into effect, and notation*** Bank Draft *** will appear at the bottom right of the regular monthly billing statement. Until this notation appears on the statement, the utility bill will need to be paid as prior to this request.

Authorized Signature (Required by Bank)

Date

PLEASE RETURN THIS FORM ALONG WITH A COPY OF A VOIDED CHECK FOR THE ACCOUNT THAT IS TO BE DRAFTED.
