

CITY OF NORWALK, OHIO

Utility Billing Office

38 Whittlesey Avenue, PO Box 585

Norwalk, OH 44857-0585

419-663-6740 (phone) 419-663-6786 (fax)

DIRECT CHARGE (ACH DEBITS) AUTHORIZATION FORM

Required Banking Information:

Financial Institution Name

Branch & Phone Number

Financial Institution Address

City, State, Zip Code

Routing Number

Account Number

Checking Account

Savings Account

PLEASE NOTE: A voided check must be returned with this completed application.

I authorize the City of Norwalk, Ohio Utility Billing Office to automatically deduct my water and sewer bill payment from the account listed above. I understand that if I decide to discontinue this payment plan (ACH) I will notify the City of Norwalk **in writing** at the above address. I hereby acknowledge and understand that the City of Norwalk may share my information, including information provided in connection with any EFT program, with any other department of the City to be used by that department in the furtherance of its duties.

Printed Name

Signature

Date Signed

Please continue to pay your bill as usual until notification is shown on your bill.

Normally this process begins the month after this form is received in our office. Final bills **will not** be deducted through the ACH plan and must be paid directly.

Service Address _____ Daytime Phone No. _____

Water & Sewer Account No. (as shown on bill) _____

For Office Use Only

City Clerk Signature

Clerk Initial & Date Activated (entered in master file)