



# CITY OF MANTECA

## Finance Utility Department – Automated Bill Payment Application

Please return application to:

City of Manteca; Finance Department; 1001 W Center St; Manteca, CA 95337

### AUTHORIZATION FOR AUTOMATIC PAYMENT OF UTILITY BILL

I hereby authorize the City of Manteca to initiate debit entries (and, if necessary, credit entries and adjustments for any debit entries in error) to my account(s) listed below. I also authorize the Financial Institution named below to debit and credit the same entries to such accounts (s).

Select one of the following:

Type of account:  Checking Account  Savings Account

Financial Institution

Transit/ABA Number \*

Account Number

\_\_\_\_\_

Bank Location (address for Financial Institution from front of check):

### PLEASE ATTACH A VOIDED COPY OF YOUR CHECK

\* The Transit/ABA routing number is located at the lower left hand corner of your check (usually the first 9 digits.) If you are unsure of this number, please check with your financial institution. The Transit/ABA number and bank account number must be exact.

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This authorization shall remain in full force and effect until the City of Manteca has received written notification from me of its termination in such time and in such manner as to afford the City of Manteca and the Financial Institution a reasonable opportunity to act on it.

I understand that failure to ensure sufficient funds to cover the debit of my account for the amount listed on by utility bill is sufficient cause for termination of this agreement by the City of Manteca Finance Department. Additional charges may be assessed to my utility account.

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Social Security/Drivers License Number

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**LIST BELOW ALL ACCOUNTS TO BE AUTOMATICALLY DEBITED** (Attach a second page if needed)

\_\_\_\_\_  
City of Manteca Account Number

\_\_\_\_\_  
Service Address

\_\_\_\_\_  
City of Manteca Account Number

\_\_\_\_\_  
Service Address

**RETURN ORIGINAL TO CITY OF MANTECA – Keep copy for your records.**