



25 Center Street • Vermillion, SD 57069
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www.vermillion.us

Automatic Payment

You authorize your monthly City of Vermillion utility payment to be made from your checking or savings account. The last week of each month you will receive your monthly utility bill. The ACH will be drawn on the first business day after the 10th of the month. Proof of payment will appear on your bank statement. The authority you give to charge your account will remain in effect until you notify us in writing to terminate the authorization.

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AUTHORIZATION FOR AUTOMATIC PAYMENT

I authorize the City of Vermillion and the financial institution named below to initiate entries to my (our) checking or savings account for utility payments. This authority will remain in effect until I notify you in writing to cancel, notification to be submitted by the 15th of the month to afford reasonable opportunity to act on it. Any automatic payments not honored by the bank will be charged a return item fee.

Print Name _____ Utility Address _____

Utility Account Number _____ Phone _____

Bank Name _____

City _____ State _____ Zip _____

Bank Routing Number _____

Bank Account Number _____

Checking _____ Savings _____

Signature _____ Date _____

Attach Voided Check to this form if enrolling in automatic payment.

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Office Use Only

Date Received _____ By _____

Date Entered _____