



Phone Number: 731.989.3503 ~ ~ Fax Number: 731.983.5030

HOW BANK DRAFT WORKS

Fill out and sign the short form below which authorizes a draft in the amount of your water, sewer, sanitation, and gas bill to be drawn on your bank account each month. Then bring or mail this form to the Henderson Utility Department.

On the due date each month, a draft for the net amount of your bill will be sent to your bank just as if you had written a check. You will continue to receive a monthly bill so you will know in advance how much to expect withdrawn on your bank draft.

If you wish to discontinue payments by bank draft you may withdraw from the program at anytime.

I would like to apply for bank draft for the following utility account:

Name (as shown on your Henderson Utility account): _____

Service Address: _____

Current Phone Number: _____

BANK DRAFT AUTHORIZATION

I hereby authorize my bank named below to pay my bills for utility service as rendered by the City of Henderson Utility Department. Such draft or checks as may be presented for payment need not be signed by me. I relieve my bank from any obligation regarding special advice or notice in writing or otherwise of the presentment or payment of any such draft or check or the charging of same to my account.

This authorization shall remain valid until revoked in writing by me and I guarantee that until receipt of such revocation, my bank shall be protected fully in honoring any such check or draft.

Your name as shown on Bank Records: _____

Name of Bank: _____

Address of Bank: _____
(City and State)

Checking Account Number: _____ Routing Number: _____

**PLEASE BE AWARE! BANK DRAFT PROCESSING WILL TAKE AT LEAST ONE BILLING CYCLE
CHECK YOUR BILL TO ENSURE THAT YOUR BILL HAS BE SET UP TO PROCESS ON BANK DRAFT
BEFORE YOU STOP PAYING YOUR BILL DIRECTLY**

Date: _____

(Signature of Applicant)

UTILITY DEPARTMENT USE

Account Number: