



City of Hemet
 Finance Department - Utility Billing
 445 E Florida Avenue, Hemet, CA 92543
 Phone: (951) 765-2350 | Email: CS@hemetca.gov

Authorization Agreement for Automatic ACH Payments

To sign up for ACH payments from your savings or checking account, LEGIBLY fill out this application form, sign and date it.

Mail the application form to:

City of Hemet
 Utility Billing Department
 445 E. Florida Ave.
 Hemet, CA 92543

AUTHORIZATION AGREEMENT:

I hereby authorize the City of Hemet to deduct funds from my account at the financial institution listed below to pay my City of Hemet utility bill. I understand that this authorization will be in effect until I notify the City of Hemet in writing that I no longer desire this service, allowing reasonable time to act on my notification. In addition, I understand that the City of Hemet may stop participation in this service if necessary. I understand that if corrections are necessary, it may involve adjustment (credit or debit) to my account.

INSUFFICIENT FUNDS POLICY: Auto debit may be discontinued if an account payment is returned and is subject to a returned check fee.

IMPORTANT: Auto debit service may take up to **two billing periods** to take effect.



FINANCIAL INSTITUTION: _____

PLEASE CHECK ONE:

CHECKING ACCOUNT

SAVINGS ACCOUNT

BANK ROUTING #: _____ BANK ACCOUNT #: _____

NAME: _____ UTILITY ACCOUNT #: _____

SERVICE ADDRESS: _____ PHONE NUMBER: _____

AUTHORIZED SIGNATURE: _____ DATE: _____

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|----------------------------|-------------|-------------------|-------------|
| For Office Use Only | | | |
| Entered by: _____ | Date: _____ | Audited by: _____ | Date: _____ |