



Direct Debit Application

This method of payment automatically pays your utility bill directly from your bank account without the use of paper checks. Payment will be deducted from your bank account on the due date shown on your statement. After signing up for this payment option, you will still receive a utility statement.

Frequently Asked Questions

How do I sign up?

Print and complete this application, then mail it, together with a voided pre-printed check, to City of Redmond Attn: Utility Billing PO BOX 97010 Redmond, WA. 98073-9710. Or, you can fax the application and voided pre-printed check to Utility Billing at 425-556-2909. **For security reasons** please do not email your application or voided pre-printed check.

Will I receive a bill statement?

You will continue to receive your statement that will reflect the due date and the amount that will be deducted on the due date.

What if I want to stop this program?

You may cancel your direct debit authorization at any time by notifying us in writing.

Authorization Agreement for Direct Payment

Date: _____ New Application: _____ Change Application: _____

(PLEASE PRINT)

Utility Account Number: _____

Name: _____ Name: _____
First Last First Last

Service Address: _____

Mailing Address if different from service address: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____

I hereby authorize the City of Redmond, to automatically withdraw funds from my () checking () savings account (select one) named below and the Financial Institution named below to pay my utility bills directly to the City of Redmond. I require no additional notices prior to action being taken on this authorization. In the event of an incorrect amount or entry, I authorize the City to reverse this transaction.

Financial Institution

Financial Institution's Address

ABA Routing Number

Checking/Savings Account Number

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

Signed: _____

Date: _____

Please include a voided pre-printed check.