

Canby Utility
Authorization for Recurring Credit Card Transaction

We are pleased to be able to offer you a new payment option – *Recurring Credit Card Transaction*. You may pay your Utility bill by having the monthly bill amount automatically charged to your credit card.

Recurring Credit Card Transaction may provide you with the following benefits:

- It saves you time in writing a check for payment.
- It saves time in mailing or delivering your payment.
- It means your account will be paid on time even if you're on vacation or out-of-town for an extended time period.

Here's how *Recurring Credit Card Transaction* works:

You will receive your normal bill for your review and records. However, your payment of the bill will be processed by electronically debiting your account **on** or **near** the payment due date. The amount of the withdrawal will appear on your credit card statement. This service is free and optional for Canby Utility customers. To use this service, complete this authorization form and return it to the Customer Service Department.

Start _____ Change _____ Stop _____ Effective Date _____

Customer Name _____ Account Number _____

Customer Phone Number _____

I hereby authorize Canby Utility to initiate debit entries and to initiate, if necessary, credit entries and adjustments for any debit entries in error, to my account indicated below and Columbia State Bank to debit and/or credit the entries to such account.

Name of Card Holder _____

Card Type _____ Card Number _____

Expiration: Year _____ Month _____

This Company shall retain Customer authorizations for two years after they are terminated and other documents related to Entries for a period of two years.

The authority is to remain in full force and effect until the Customer Service Department has received written notification from me of its termination and in such time and manner as to afford Canby Utility and Columbia State Bank a reasonable opportunity to act on it.

(Customer Signature)

(Date)