

City of Ferris

How to Set Up Automatic Bank Draft

With Automatic Bank Draft, you do not have to worry about late payments. Automatic Bank Draft allows you to conveniently pay your water bill each month by having it drafted directly from your bank account. It is quick, convenient, and free.

Pending a payment-history check, you will be signed up after one full billing cycle. You will continue to receive a copy of your monthly water bill for your records, but once you are set up, your will be marked "Do Not Pay".

Account Information

Name shown on account:

Account Number:

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Customer Information

Physical street address:

Apt # (if applicable):

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City:

State:

5-digit zip code:

	TX	
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Daytime phone number:

Evening phone number:

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Bank Account Information

Name of Bank:

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Address, City, State, Zip

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Type of account: (checking/saving)

Name as it appears on bank account:

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Routing/Transit number:

Bank account number:

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Please attach a copy of a "voided" check

I have read and agreed to the terms of Automatic Bank Draft. I understand that my bank account information will be saved so that it can be used to pay my bill each month. I understand that my information will remain confidential.

Print Name:

Signature

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Terms for Automatic Bank Draft

I authorize the City of Ferris to debit the account indicated on the attached form in the amount of my monthly invoice. Pending a payment-history check, you will be signed up for one full billing cycle. You will continue to receive a copy of your monthly water bill for your records, but once you are set up, your bill will be marked "Do Not Pay". I understand that the debit will be made on the due date appearing on my invoice, unless such date is a Saturday, Sunday or other bank holiday, in which case the City of Ferris will debit my account on the next banking day.

I understand that my monthly water invoice, together with this authorization form, will be notice of the amount and the date of each withdrawal from my account. I understand that I may withdraw from the automatic bank draft plan 10 business days prior to the next bank draft effective date upon written notice to the City of Ferris and that the City of Ferris may terminate the automatic bank draft plan or my participation in the plan at any time.

I understand that my bank account information will be used only for the purpose of setting up my automatic payment to the City of Ferris and that the City of Ferris will keep my bank account information confidential.

Mail or fax cancellation request to:
City of Ferris
Customer Service
Automatic Bank Draft Program
104 S. Central
Ferris, TX 75125
Fax: 972 842-2609