

## **City of Rome Water and Sewer Department Automatic Bank Draft Payment Plan**

As a convenience to our customers, the City of Rome Water and Sewer Department has implemented an automatic bank draft payment plan wherein its customers may elect to have their water and sewer bill paid by direct draft from their checking or savings account.

As you may know, the City of Rome bills for water and sewer service every month. Under the terms of the automatic bank draft payment plan, the City will debit your designated bank account every month for the amount of your previous four weeks water and sewer usage. For example, if your May water and sewer bill, which covers the previous four weeks service is \$35.00, your designated bank account will be debited \$35.00 in May. The next debit to your account will be in June for the water and sewer service provided between your May meter reading and your June meter reading. *Payments will be drafted one week following mailing of your water and sewer bill.*

Should you elect to have your water and sewer bill paid by automatic bank draft, you will continue to receive a monthly water and sewer statement showing the water and sewer fee for the current billing period, and that the fee was paid by automatic bank draft. *At any time, should your bank account have insufficient funds to cover the automatic bank draft, you will be notified by the City of the deficiency and your right to participate in the automatic bank draft payment plan will be terminated.*

If you would like to make your monthly water and sewer payment in the above described manner, fill out and return the attached automatic payment application authorizing the City of Rome Water and Sewer Department to debit your bank account on a monthly basis for your water and sewer bill. Upon receipt by the Water and Sewer Billing and Collections Department of a completed automatic draft application, automatic drafts for payment of your water and sewer bill will begin with the next eligible billing. Any questions regarding the automatic bank draft payment plan should be directed to the City of Rome Water and Sewer Billing and Collection Department (706) 236-4440.

If you have multiple water and sewer accounts, a separate Bank Draft authorization must be completed for each account.

City of Rome Water and Sewer Department  
P. O. Box 1711  
Rome, GA 30162-1711

**Automatic Payment Application**

**For water bill account # \_\_\_\_\_**

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I hereby authorize the City of Rome Water and Sewer Department to initiate debits to my checking account maintained at the bank indicated below. Such charges to be initiated by the City of Rome Water and Sewer Department beginning (month) \_\_\_\_\_, 20\_\_\_\_\_ and thereafter every month.

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Bank Name: \_\_\_\_\_ Branch: \_\_\_\_\_

Address: \_\_\_\_\_ Account #: \_\_\_\_\_

City, State: \_\_\_\_\_ Account Name: \_\_\_\_\_  
(Please Print) (Please Print)

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I hereby authorize the bank indicated above to debit my checking account for all sums which the City of Rome Water and Sewer Department may request said bank to charge for water and sewer service. I understand and agree that neither the above bank, nor any other bank, nor any clearing house shall have any responsibility for the correctness of any such charge, and that any disputes involving the frequency or amount thereof shall be handled by me directly with the City of Rome Water and Sewer Department. This authority is to remain in full force and effect until after you have received written notification from me of its termination.

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(Please Print)

Name: \_\_\_\_\_ Phone # \_\_\_\_\_ (home)  
\_\_\_\_\_ (work)  
Address: \_\_\_\_\_  
\_\_\_\_\_ SSN: \_\_\_\_\_

Signature \_\_\_\_\_

**PLEASE ATTACH A VOIDED CHECK IN THE AREA BELOW**

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