



Village of Covington

ACH - AUTOMATIC WITHDRAW AUTHORIZATION

This document must be completed and signed by a Covington utility customer requesting automatic withdraw of funds to pay Covington monthly utility bills. Customers must attach a voided check for the account they wish to have funds withdrawn from to help verify the accuracy of account numbers and bank routing numbers.

Bank Name: _____ Bank Phone #: _____

Bank routing #: _____ Bank Account #: _____

Customer Name: _____

Customer Email: _____ Customer Phone #: _____

Account Number of Utility Account(s) to include: _____

INSERT A VOIDED CHECK FOR THE ACCOUNT TO BE DEBITED HERE

By signing this document, I understand the following:

- I am giving authorization for the Village of Covington to debit the from the above listed account, funds to pay monthly Covington utility bills.
- I understand and agree that this will be completed electronically or by any other commercially accepted method;
- I understand and agree that the monthly invoice will be provided to me via Email by default and will not be mailed unless requested directly.
- I understand this authorizes the financial institution holding the Account to post all such entries.

This authorization will remain in effect until the Village of Covington receives a written termination notice.

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Print Name

Authorized Signature

Date

VILLAGE USE:	Date Entered into System		Completed By:	
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VILLAGE OF COVINGTON

1 South High Street, Covington, OH 45318

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