



AUTOMATED PAYMENT AUTHORIZATION

The City of Glenn Heights offers automated bill payment via ACH Bank Draft for your Utility Bill. If you would like to enroll, please complete the section(s) below.

I authorize the City of Glenn Heights to deduct payments from the bank account listed below. I understand that if at any time I decide to discontinue this payment service, I will notify the Utility Billing Department in writing 10 business day prior to the 15th of the month. Furthermore, I understand that NSF penalties will be assessed on any payments not honored by my financial institution.

Name (as shown on your bill): _____

Service Address: _____

Utility Account Number: _____

Phone Number: _____

Name of Financial Institution: _____

ABA/Routing Number (9 digits on the bottom of check): _____

Account Number: _____

Checking Account: _____ Savings Account: _____

Payments will be deducted from your account on the 15th of each month. If the 15th falls on a holiday or weekend, the transaction will be made on the next business day.

Signature: _____

Date: _____