

City of Columbia Falls
Water and Sewer Department Payments
Direct Billing Enrollment Authorization

The City now offers the ability to pay your utility bill electronically. We use the ACH system, which sends a “check like” transaction to your bank each month for the amount of your bill. Electronic payments help you save time, save stamps, and never miss a payment.

Authorization forms must be completed and received by the first of the month. This ensures the ACH will be processed and posted to your account on the 15th.

NOTE: THE ACH IS SUBMITTED TO THE BANK - TWO DAYS IN ADVANCE. Your account gets posted on the due date (15th of each month.)

Example:

ACH PROCESS / TWO DAYS IN ADVANCE: November 13, 2018: (Any activity to your account on or after this date will not be reflected in your ACH amount posted.)

BILL DUE DATE / POSTED: November 15, 2018

I authorize the Water and Sewer Billing Department (City of Columbia Falls) to initiate electronic debit entries and, if necessary, credit entries and adjustments for any debit entries in each billing cycle to my:

Please Mark One

Checking Account _____ Savings Account _____

Service Address: _____ Daytime Phone: _____
Service Account # _____ Date: _____

I would like to receive notification of new Utility Bills via E-MAIL: Yes _____ No _____

Email Address: _____

Name (Please Print)

Financial Institution

Signature

Office and Branch/City, State

YOU ARE HEREBY AUTHORIZING US TO AUTOMATICALLY TAKE OUT OF YOUR CHECKING OR SAVINGS ACCOUNT EACH MONTH. I understand that this authority will remain in effect until I cancel it.

Transit/Routing (ABA) No.

Banking –Account Number – ONLY

***** PLEASE ATTACH – VOIDED CHECK – THANK YOU *****