



## **AUTHORIZATION TO REVOKE AUTOMATIC BILL PAYMENT CITY OF GARDEN RIDGE**

If you wish to **NOT** have your automatic draft pulled from your checking/saving bank account this month, please fill out the form below and return it to City Hall no later than 10am on the 10<sup>th</sup> day of the current month. The current bill is your responsibility and must be paid in a timely manner.

**If this signed form is not received by 10am on the 10th day of the current month, then your bank account will be drafted as stated on your bill.**

Customer Name(s): \_\_\_\_\_

Service Address: \_\_\_\_\_

Utility Billing Account Number: \_\_\_\_\_

I (we) hereby authorize The City of Garden Ridge to **CANCEL** the debit entries to my (our) checking/savings account indicated on the above utility account. The authority to draft from my (our) checking/savings account is to be revoked from the City of Garden Ridge by this written notification from me (us).

DATE: \_\_\_\_\_ SIGNATURE \_\_\_\_\_

I (we) hereby will resubmit the “AUTHORIZATION FOR DIRECT PAYMENT AUTOMATIC BILL” to The City of Garden Ridge, once I (we) would like to resume this service. It is the responsibility of the utility account holder to contact City Hall to initiate the debit entries to my (our) checking/savings account in the future.

DATE: \_\_\_\_\_ SIGNATURE \_\_\_\_\_