

Authorization to Debit Account for Payment Enrollment & Change Form

In order to participate in ACH you must be enrolled in E-billing

ENGLISH	ESPAÑOL
<input type="checkbox"/> Enroll me in the automatic charge program <input type="checkbox"/> Update my existing automatic charge information	<input type="checkbox"/> Matricúleme en el programa de pago automático de mi cuenta bancaria <input type="checkbox"/> Actualice mi existente información
PERSONAL INFORMATION	INFORMACIÓN PERSONAL
Account Number:	Numero de cuenta
Account Name:	Nombre de cuenta
Service Address:	Dirección de servicio
Mailing Address:	Dirección de envío
Phone Number:	Teléfono
Email:	Email:
BANKING INFORMATION	INFORMACIÓN BANCARIA
Account Type: <input type="checkbox"/> Checking <input type="checkbox"/> Savings	Cuenta <input type="checkbox"/> Cheque <input type="checkbox"/> Ahorros
Bank Account Name:	Nombre de cuenta bancaria
Financial Institution Name:	Nombre de su institución financiera (banco)
Bank Account Number:	Numero de su cuenta de cheque o de ahorros
Bank Routing Number:	Número ABA –los primeros 9 en su cheque
I hereby authorize Utility Payment Center to initiate debit entries to my account from the entity named above ("institution"), and I authorize the institution to accept and to debit the amount of such entries to my account. Each debit shall be made each month in an amount equal to the monthly invoice upon processing.	<i>Yo autorizo a Utility Payment Center a iniciar débitos de mi cuenta de mi institución financiera, y autorizo la institución a aceptar y cargar en cuenta la cantidad de tales entradas a mi cuenta. Cada débito será hecho cada mes en una cantidad igual a la factura.</i>
SIGNATURE & DATE	FIRMA Y FECHA
Customer Signature:	Su Firma
Date:	Fecha

EBILL & ACH

All you need to do is login to your online account and register for eBills (Paperless) and return this form. Once we receive this form and confirm you have registered for eBills we will process your utility payments through our automated ACH process.

IMPORTANT: YOUR ACH WILL NOT WORK UNTIL YOUR EBILL SERVICE IS CONFIRMED IN YOUR ONLINE ACCOUNT.

ACH AGREEMENT

By completing and signing this agreement you are authorizing Utility Payment Center to debit your checking account for your utility bill.

Utility Payment Center will continue to send you an invoice via eBills. Then on the due date of the invoice your checking account will be charged for the amount indicated on the bill. If you change banks, account numbers, close your account or you wish to discontinue this service, please let us know in writing 10 days prior to the next payment being debited.

Please send completed form by any of the methods below.

Mail to: **Utility Payment Center**
 PO Box 179
 Little Elm, TX 75068

Fax: 888-885-0314

Email: support@customersupportgrp.com