

ABOUT DIRECT DEBIT

This method of payment automatically pays your utility bill by electronically transferring funds from your checking or savings account and applying the payment directly to your utility account. After signing up for this payment option, you will still receive a utility bill but the payment for your utility bill will automatically be deducted from your bank account on the due date listed on your bill. This payment option eliminates postage, check costs and late fees.

If you have any additional questions about this program, please contact a City of Renton customer service representative at 425-430-6852.

FREQUENTLY ASKED QUESTIONS

How do I sign up?

Your account must be current with no past due balance. Complete the authorization form (back page), **enclose a voided check for Direct Debit**, and mail both items to:

**City of Renton Utility Billing
1055 S Grady Way
Renton, WA 98057**

Will I still receive a billing statement?

You will continue to receive a statement that will reflect the due date, the amount due, and the date your account will be charged. **Continue to pay your bill as usual until you receive a bill that says "Direct Debit-Do Not Pay"**.

What if I want to stop this program?

You may cancel your direct debit authorization at anytime by notifying us in writing at least 2 weeks prior to your next billing.

What if my payment is returned?

If your payment is dishonored or returned, the amount of the payment plus the normal \$15 returned item fee will be added to your account.

Reference No/Office Use _____

Account Name: _____

Service Address: _____ Account No _____

Authorization Agreement for Direct Debit

I (we) authorize the City of Renton to initiate debit entries and or correction entries to my (our) Checking Savings account (check one) at the financial institution listed below. I require no other notices prior to action being taken on this authorization.

Financial Institution:			Branch:	
City	State	Zip	Routing Number:	Account No:

This authorization is to remain in full force and effect until the City of Renton has received written notification from me of its termination in such time and in such manner as to afford the City and Financial Institution a reasonable opportunity to act.

Name:	Signature:	Date:
Co-Applicant (If joint account):	Co-Applicant Signature:	Date:



Please attach a voided check here for a Checking account withdrawal or a voided deposit slip for a savings account withdrawal.