



Direct Debit Application

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 options eliminates postage, check costs and late fees. Because the owner is the main account holder and the bank only sees the owner's name, a tenant may not sign up for this service.

Frequently Asked Questions

- How do I sign up?**
Your account must be current with no past due balance and you must be the property owner to participate. Complete the authorization form (back page), **enclose a voided check for Direct Debit**, and mail both items to the address below.
- 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 returned, the amount of the payment plus a returned item fee will be added to your account.
- Can I use a Credit Card?**
Credit cards cannot be used for Direct Debits. If you would like to use a credit card you can set up autopay on the City of Renton bill management website at ww.rentonwa.gov/UB.

Authorization Agreement for Direct Debit

I (we) authorize the City of Renton to initiate debit entries and or correction entries to my (our) account at the financial institution listed below. I am the property owner and require no other notices prior to action being taken on this authorization. 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:	Utility Account No:	Financial Institution:	
Service Address:		Branch/Address	
Account Type: <input type="checkbox"/> Checking Account <input type="checkbox"/> Savings Account	Routing Number:	Account No:	
Name:	Signature:	Date:	
Co-Applicant :	Signature:	Date	
Attach here: A voided check for checking account withdrawals or a deposit slip for savings account withdrawals.	Mail Completed Form to: City of Renton Utility Billing 1055 S. Grady Way Renton WA 98057		
	If you have any additional questions about this program, please contact a City of Renton customer service representative at 425-430-6852		