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BANK DRAFT AUTHORIZATION – UTILITY DEPARTMENT

To initiate bank draft for utility services monthly payment this authorization form must be completed and returned to Liberty Water & Sewer Department PO Box 716, Liberty, SC 29657-0716 or gturner@libertysc.com The bill must be paid as usual until notified via billing statement that draft is in effect.

A billing statement will still be issued monthly showing “DO NOT PAY - DRAFTED” with the date of the draft.

Your account will be drafted on the 20th of each month unless the 20th falls on a weekend or holiday and then it will be drafted the next business day following the 20th.

NAME: _____ DATE: _____

PHONE: _____ EMAIL: _____

SERVICE ADDRESS: _____

MAILING ADDRESS (if different): _____

FINIANCIAL INSTITUTION (BANK): _____

ROUTING NUMBER: _____ ACCOUNT NUMBER: _____

** Attach a voided check below. **

This authorization will remain in effect until The City of Liberty receives written notice to the Liberty Water & Service Department within in reasonable amount of time to stop the draft process (at least 5 days prior to the due date). If payment is returned a nonsufficient funds fee will be added to your account.

APPLICANT SIGNATURE: _____ DATE: _____

CITY OF LIBERTY REPRESENTATIVE: _____ DATE: _____