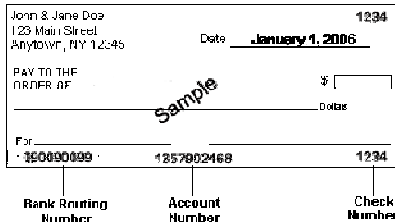


VILLAGE OF ARCADE
 17 Church Street • Arcade • NY • 14009
 (585) 492-1111 • phone

AUTOMATIC BANK DRAFT AUTHORIZATION FORM

INSTRUCTIONS: This form gives the Village of Arcade (VOA) permission to debit the designated checking or savings account monthly for the total balance of your utility bill(s). Please print in ink or type. Complete this form in full, sign your name, and date. Attach a blank check marked VOID or a savings deposit slip. Return this form with voided check or deposit slip to the VOA at the address listed above.



The routing number is usually found at the far left of the row of digits and symbols on the bottom of your check. It is always found between the symbols |: and |:

UTILITY CUSTOMER INFORMATION	ACCOUNT NUMBER:	
	NAME:	
	SERVICE ADDRESS:	
	DAYTIME TELEPHONE NUMBER:	()
BANK INFORMATION	NAME AS SHOWN ON YOUR BANK ACCOUNT:	
	BANK NAME:	
	ADDRESS:	
	ROUTING NUMBER: (see sample check above)	
	ACCOUNT NUMBER::	
	ACCOUNT TYPE:	<input type="checkbox"/> CHECKING OR <input type="checkbox"/> SAVINGS

I understand that I may withdraw from the automatic bank draft plan by providing written notice to the VOA before the first business day of the month I want the withdrawal to become effective. The VOA may terminate the automatic bank draft plan or my participation in the plan at any time. Draft items rejected or returned as unpaid by my bank are treated as a returned check. A service charge will be assessed and failure to make the payment good by a prescribed date will result in utility service interruption.

I understand the VOA is committed to maintaining my privacy and safeguarding my non-public personal information and has established procedures to ensure that the confidential information I provide is maintained properly. I further understand that my bank account information will be used only for the purpose of setting up my automatic payment to the VOA and that my bank account information will be kept confidential. By completing and signing this form, I authorize the VOA to draft the amount of my monthly utility bill(s) from the bank account named above.

Once the bank draft information has been verified and added to your utility account you will receive a bill that states "DO NOT PAY - PAID BY DRAFT." **The payment will be deducted from your account on the last business day of the month.**

Bank account holder signature(s)

Date