

The Town of Spring Lake

Water Department

300 Ruth Street

Post Office Box 617

Spring Lake, NC 28390-0617

Phone: 910-703-8912

Fax: 910-436-1433

www.spring-lake.org



FOR OFFICE USE ONLY

Date Received _____

CSR _____

Avoid the possibility of late charges or interruptions in service. Save time and money by using Automatic Bank Draft for payment of your monthly utility bill. Simply complete the Authorization Form below, attach a voided check from the account you wish to use for payment and we'll do the rest, at no extra charge to you. You will continue to receive a monthly bill and a message will appear on your bill: "DO NOT PAY THIS BILL. YOUR ACCT WILL BE DRAFTED ON OR AFTER..." once Automatic Bank Draft is set up, showing the amount of your current charges.

This is my authorization to the Town of Spring Lake to automatically debit:

PERSONAL INFORMATION		
Name (Please Print)	Mailing Address	
Service Address	Name of Financial Institution	
Utility Account Number(s)	City, State, Zip	
Telephone Number	Bank Routing Number	Bank Account Number
E-mail address		

ATTACH COPY OF VOIDED CHECK HERE

I authorize the Town of Spring Lake Water Department to send my utility bill to the above-named financial institution for direct payment from my account each month for the amount of services billed. By submitting this authorization, I attest that I have review and agree to the terms and conditions of the Town of Spring Lake Bank Draft Policy. This authorization will be in effect until I notify the Town that I no longer desire this service allowing it reasonable time to act on my notification.

PLEASE RETURN TO THE WATER DEPARTMENT VIA IN PERSON OR BY MAIL