

This authority is to remain in full force and effect until City or Depository have received written notification from me (or either of us) of its termination in such time and in such manner as to afford City and Depository a reasonable opportunity to act on it.

PLEASE ATTACH A VOIDED CHECK

Name

Service Address

Signed

Date

MAIL OR DELIVER TO:

CITY OF SOLON
101 N. IOWA ST.
SOLON, IA 52333

Any questions:



A PLACE TO PUT DOWN ROOTS

DIRECT PAY

A CONVENIENT WAY TO PAY YOUR
MONTHLY WATER BILL



**Look Inside to see how
you can earn \$10 by
signing up!**

! ! E A R N \$ 1 0 ! !

What is Direct Pay?

Direct-Pay is an efficient electronic payment alternative to paper checks. When you use Direct-Pay you authorize us to electronically collect an amount from your checking or savings account to pay your water bill. So, instead of you writing a check every month, your bank (includes savings and loans and credit unions) will automatically make the payment on a predetermined date for you. It's that simple!

Why Use Direct Pay?

You and your City both benefit. As a customer, you'll save time preparing payments, save money on postage and check fees, improve your budgeting, and eliminate the chance of a late penalty. We benefit by processing payment more efficiently and crediting them to your account quicker while reducing our operating costs.

How do I get started and Sign up for Direct Pay?

It's easy and there is no charge. Fill out the attached form which serves as a written authorization to collect money from your account to cover the cost of your monthly utility bill. You also need to provide us with a voided check or deposit slip from your bank account so we can be sure we have the right account information.

How are my water bills paid?

On the predetermined due date, our bank will instruct your bank to automatically deduct the amount due from your account. Your bank then electronically withdraws that amount and forwards it electronically to our bank.

How can I be sure a payment was deducted from my account?

The monthly payment will be itemized on your monthly bank account statement. The statement will indicate the payment date and amount and the City's name.

Will I still receive a detailed bill from the City each month?

You will receive your water bill around the 27th of each month like usual, at least 15 days before the scheduled payment date. The written notice will include the amount and date the payment is due.

Can I change my mind and stop payment?

Yes. Simply notify your bank, orally or in writing, up to three business days before the scheduled payment due date. **To Discontinue your Direct Pay permanently** just send a note to the City Office if you no longer want to pay your water bill through Direct Pay.



AUTHORIZATION AGREEMENT FOR DIRECT PAY

I (we) hereby authorize the City of Solon, herein after called the **City**, to initiate debit entries to my/our account indicated and the depository named below, hereinafter called **Depository**, to debit same to such account.

_____ Checking Account

_____ Savings Account

Depository Name (your bank's name)

City State Zip

Depository Phone Number

Routing Number

Account Number

!! EARN \$10 !!

Sign Up For Direct Pay Today and Receive a \$10 Credit on your next Utility Bill!*

* Only one \$10 Credit per household, which covers all adults in the house at the time of registration.