



Mail signed completed form to: City of Superior—Utilities

1316 N 14th St Room 200

Superior, WI 54880

Or by email to: Paymentauthorization@ci.superior.wi.us

AUTOMATIC DEBIT AUTHORIZATION FORM

Customer Information

Customer Acct #		Mailing Address if not Service Address
Full Name		
Address		
City / State / Zip		Email Address
Phone		

Bank Account Information

Type of Account:

Checking

Savings

Account Number: _____

Please include voided check for automatic checking payments

Routing Number: _____

Bank Name: _____ Bank Branch: _____

Bank City: _____ Bank State: _____

Payment Authorization

I authorize my bank to debit my account as identified above to the terms as stated here. This authorization shall remain in effect until the Service Provider receives written notification from me of intent to terminate at such time and in such manner as to afford the Service Provider reasonable opportunity to act (Minimum 30 days).

I understand that the amount owed to the Service Provider may increase or decrease from one billing period to another, and I authorize this plan to continue with the payment amount increased or decreased accordingly until the amount owed the Service Provider is paid off, unless the plan is terminated earlier by me as above. I also understand that the date that my account will be charged shall be determined by the Service Provider, and is subject to change without notice.

Any change to my customer address or bank account will require a new Automatic Debit Authorization Form to be billed out and submitted to Merchant 15 days prior to any change being implemented. I understand that this payment plan may be cancelled by the Service Provider or Merchant due to NSF (Non-sufficient Funds). I will be liable to pay an NSF fee of \$25.00 (or the amount allowable by law), which may be automatically debited for each NSF.

I represent and warrant that I am authorized to execute this payment authorization for the purpose of implementing this payment plan. I indemnify and hold the Service Provider, the bank, and Merchant harmless from damage, loss or claim resulting from all authorized actions hereunder.

In April of 2019 the city of Superior will be switching to Muni-Link for payments from checking/savings and Municipay for debit/credit card payments. Once completed, transaction fees are as follows: checking/savings payments are free. Automatic payment by debit/credit card is currently unavailable. By signing below, you authorize the change in fees.

Customer Signature: _____

Date: _____

Automatic payments will be drawn within a week of the invoice due date.