



Winchester Utilities

219 2nd AVE NW

Winchester, TN 37398

Phone: (931) 967-2238

Fax : (931) 962-4214

AUTOMATIC BANK DRAFT AUTHORIZATION FORM

Winchester Utilities is offering an easy and convenient way to pay your utility bill(s) through automatic bank draft. Your monthly bill is automatically withdrawn from your checking account. (We do not draft savings accounts or credit/debit cards) We will continue to provide you with the monthly statement showing your current charges. This service is free of charge and since payment is drafted automatically, late fees and postage costs will be avoided.

To Begin Automatic Pay:

- Complete the authorization form
- Attach an original voided check or copy of a blank check
- Return the form & voided/copy check to Winchester Utilities
- Please confirm that Automatic Payment has started before you stop manually paying your utility bill.

General Information

Customer Name: (as if appears on your utility bill) _____

Service Address: _____

Phone Number: _____

Utility Account Number: (found on your utility bill) _____

Financial Institution Information

I hereby authorize Winchester Utilities and the Financial Institution designated in this authorization form to withdraw from my checking account the payment to pay my utility bill. I understand that I must notify Winchester Utilities in writing to cancel this automatic payment. (Notification must be received 5 days before the deduction is processed). The utility payment will be deducted 5 days prior to the billing due date.

Name of Financial Institution : _____

Address of Financial Institution: _____

Routing Number : _____

Bank Account Number : _____

Name of Bank Account Holder : _____

Customer Signature: _____

Date : _____

Billing Option (select one)

Receive my bill via email

Receive my bill by mail