



City of Helen
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Utility Billing Authorization for Direct Payment via ACH

Direct Payment via ACH is the transfer of funds from an account for the purpose of making a payment.

Check one: Begin Payment Change Information

I (we) authorize City of Helen to electronically debit my (our) account and, if necessary, to electronically credit my (our) account to correct erroneous debits as follows:

Checking Account / Savings Account (select one) at the depository Financial Institution named below ("DEPOSITORY"). I (we) agree that ACH transactions I (we) authorize comply with all applicable law.

Depository name: _____

Routing number: _____

Account number: _____

Name(s) on the account: _____

City of Helen Utility account number: _____

Debit transaction frequency:

Recurring Entries (entries that recur at substantially regular intervals, without further affirmative action by the Receiver)

Beginning date of first debit: _____

Authorized debit amount: Outstanding balance.

I (we) understand that this authorization will remain in full force and effect until I (we) notify City of Helen via email, letter, or phone that I (we) wish to revoke this authorization. I (we) understand that City of Helen requires at least 10 business days prior notice in order to cancel this authorization.

Name(s): _____

(Please Print)

Signature(s): _____

Date: _____