



The City of St. Helena is happy to offer our customers the opportunity to pay monthly utility bills with our Auto-Pay System.

With this system, you can have your water/sewer bill deducted automatically from your Checking or Savings Account. You will still receive your invoice as you normally do. Ten days after the date of your invoice we will automatically deduct your bill from your account. If you are interested in signing up for this program, please fill out the form below and return it to City Hall.

Customer Name: \_\_\_\_\_

Day Phone Number: \_\_\_\_\_

Service Address: \_\_\_\_\_

Account Number: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

ABA Number: \_\_\_\_\_

Savings or Checking: \_\_\_\_\_  
(Please attach a voided check if this is a checking account.)

I understand that by signing below I am authorizing the City of St. Helena to automatically deduct from my chosen bank account the balance owed on my water/sewer bill. The amount of my water/sewer bill will be deducted ten days after the billing date of each invoice unless I notify the City of St. Helena in writing to cancel my automatic deductions.

\_\_\_\_\_  
Signature of Customer

\_\_\_\_\_  
Date

Please allow 10 working days for the City of St. Helena to pre-authorize your bank account. Thank you.