

City of Ridgefield

Introducing

Direct Pay

A NEW WAY TO PAY YOUR UTILITY BILL

No more checks to mail!

Utility Department
P.O. Box 608
Ridgefield, WA 98642
(360) 887-3908

City of Ridgefield

Conditions of Authority: Direct Pay

1. **City of Ridgefield**

- a. Will deduct the outstanding balance of the customer's utility (water and sewer) bill from the customer's bank account **on the due date** specified on the bill of each customer's corresponding period.
- b. The City will notify customers in writing at least one month prior to a change in the base billing amount, i.e. rate increases and pursuant to Ridgefield Municipal Code.
- c. If funds are not available at the scheduled time of debiting, an NSF fee of \$25.00 will be assessed to the customers account.

2. **The Customer** may:

- a. At any time, terminate this Authority as to future payments by giving written notice of termination to the City of Ridgefield and to the customer's Bank.
- b. Stop payment of any direct debit to be initiated under this Authority by the initiator by giving written notice to their Bank prior to the direct debit being paid by the Bank.

3. **The Customer** acknowledges that:

- a. This Authority will remain in full force and effect in respect of all direct debits made from my/our account in good faith notwithstanding my/our death(s), bankruptcy or other revocation of this Authority until actual notice of such event is received by the City and my/our Bank.
- b. In any event this Authority is subject to any arrangement now or hereafter existing between me/us and the Bank in relation to my/our account.
- c. Any disputes as to the correctness or validity of an amount debited to my/our account shall not be the concern of the Bank except in so far as the direct debit has not been paid in accordance with the Authority. Any other disputes lie between me/us and the City of Ridgefield.
- d. Where the Bank has used reasonable care and skill in acting in accordance with the Authority, the Bank accepts no responsibility or liability in respect of:
 - the accuracy of information about Direct Debits on Bank statements
 - any variations between notices given by the City and the amounts of Direct Debits.

4. **The Customer's Bank** may:

- a. In its absolute discretion conclusively determine the order of priority of payment by it of any monies pursuant to this or any other Authority, check or draft properly executed by me/us and given to or drawn on the Bank.
- b. Charge its current fees for this service in force from time-to-time.

Direct Pay

Sign me up!

Direct Pay will begin with the next billing after you sign-up!

To participate, please complete this form and return to:

City of Ridgefield
Utility Department
P.O. Box 608, Ridgefield WA 98642
or bring into City Hall at 230 Pioneer Street

Customer Account No.
(As it appears on your bill)

Customer Name

Service Address

Mailing Address

City

State

Zip

()
Phone

I / We agree to the terms listed on the authorization and authorize the City of Ridgefield Utility Department to request deductions from my/our account and the financial institution below to transfer payment in the amount of my bi-monthly utility bill to the City of Ridgefield on the due date. This authorization to remain in full force and effect until the City of Ridgefield has received written notification from me (or either of us) of its termination in such time and in such manner as to afford the City of Ridgefield and Financial Institution a reasonable opportunity to act on it.

*****Please include a VOIDED blank check
to ensure your number is entered correctly.**

Bank Name

Name(s) on Account

Bank Account Number

Bank Routing Number

Date

X_____
Authorized signature(s)