



## Direct Debit

We're pleased to offer you a new bill payment convenience — *Direct Debit*. Now, you can have your bill payment automatically debited from your checking or savings account. And, you don't have to change your present banking relationship to take advantage of this service.

### Direct Debit will help you in many ways.

- U Save time in writing checks.
- U Saves money — no more postage, envelopes and trips to the post office.
- U Eliminate the possibility of lost, stolen, or forged checks.
- U Direct Debit ensures your payment is received on time.
- U Direct Debit allows payments to be made when you're on vacation, sick, or away on business.

### Here's how Direct Debit works:

On the date determined by you and the company offering the service, your payment will automatically be debited from the account you have authorized. The amount debited will appear on your monthly bank statement.

We believe you'll like the added convenience of having your Payment automatically withdrawn for you. Direct Debit is safe, convenient, and easy. To take advantage of this service, please complete the attached authorization form and return it to the company offering you this service.

**The authorization form below gives the company offering this service and your financial institution the authority to debit your account. Simply complete the form to take advantage of Direct Debit.**

1. Mark the account-type box to indicate from where your direct debit should be taken. Your checking or savings account.
2. Fill in your name, name and location of your financial institution, and the date.
3. Attach a **voided check** for verification of all financial institution information. If you're unable to attach a voided check, please fill in your transit/routing number and account number.
4. Be sure to sign the form!

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**CUSTOMER'S AGREEMENT** — Please fill out the Agreement on the reverse side and return to the Company offering this service.