

TOWN OF APEX

Authorization Agreement For Preauthorized Payments

I authorize the Town of Apex, hereinafter called TOWN; to initiate debit entries to my checking or savings account indicated below at the depository named below, hereinafter called DEPOSITORY, to debit the same to such account.

DEPOSITORY
NAME _____ BRANCH _____

CITY _____ STATE _____ ZIP _____

ROUTING
NUMBER _____ ACCOUNT NO. _____

Check one

CHECKING _____ SAVINGS _____

This authorization is to remain in full force and effect until TOWN has received written notification from me of its termination in such time and in such manner as to afford TOWN and DEPOSITORY a reasonable opportunity to act on it.

Please Print

NAME _____

UTILITY ACCOUNT NUMBER _____

SIGNATURE

DATE

A VOIDED CHECK MUST ACCOMPANY THIS FORM

Please mail the completed form and your voided check to: Town of Apex
Attn: Finance Department
P. O. Box 250
Apex, NC 27502

Note: ALL WRITTEN DEBIT AUTHORIZATIONS MUST PROVIDE THAT THE RECEIVER MAY REVOKE THE AUTHORIZATION ONLY BY NOTIFYING THE ORGINATOR IN THE MANNER SPECIFIED IN THE AUTHORIZATION.

AN EXAMPLE OF A BANK DRAFT BILL

**Please continue to pay your bill by check, credit card or cash until your bill indicates it is being drafted.

123 Main Street
99999-99999 01-11 6/27/03 7/21/03
Total Current Charges 234.97
Balance Forward .00
Bank account drafted for: 234.97

00000999999000099999900000234977

Mr. Customer
123 Main Street
APEX NC 27502

***** Bank Draft*****

123 Main Street
99999-99999 01-11 6/27/03 7/21/03
: : RESIDENTIAL
Last payment amount/date: 250.84 6/23/03
Service Period Days Meter Number Mult Units Current Previous Usage
EL 5/19/03 6/18/03 30 62223194 40.00 KWH 7774 7705 2760
Service Consumption Charge Total
EL ELECTRIC 228.13 228.13
3% SALES TAX 6.84 6.84
Total Current Charges 234.97
Balance Forward .00

Your bank account will be drafted for: 234.97

Attention: Bank Draft Customers

Please contact our office well in advance of changing or closing your bank account. The draft file is created at the time the bills are printed and is sent to our bank shortly thereafter. Even though you don't have a current bill in your hand there may be one in the mail to you. This means your account may have a pending bank draft that you are unaware of. Once the draft file has been transmitted to our bank there is little we can do to change or stop a draft.

**TOWN OF APEX
P O BOX 250
APEX, NC 27502
(919) 362-8676**

Dear Customer:

Thank you for your interest in bank drafting.

If you would like to have your utility payments drafted, please fill out the enclosed authorization agreement and return back to us along with a voided check.

Please continue to make your payments (on or before the due date) by check, credit card or cash until your bill indicates your payment is being drafted.

Your agreement for preauthorized payments will remain in effect until the Town has received written notification from you stating you wish to terminate bank drafting of your utility account. The Town will need a minimum of 30 days notice before canceling this agreement. Please do not close your bank account until you have verified with the Town that no outstanding draft payments exist.

The due date on your bill will be the same day your bank account is drafted each month.

If you have any questions, please call (919) 362-8676.

Best regards,

Town of Apex
Finance & Utilities Department