

To take advantage of the City of Dover Preauthorized Payment Plan, fill out the form below and return it to the City of Dover, Preauthorized Payment Plan, P.O. Box 475, Dover, DE 19903-0475 or by email to ebilling@dover.de.us. If you want to give someone else access to your account to make preauthorized payments on your behalf, please call (302) 736-7035 for additional instructions.

Preauthorized Payment Plan

An easy way to pay your monthly utility bill to avoid late fees/disconnection

Depositor's Name As Shown on Bank Records (Print)

Savings/Checking Account Number
(circle one of the above)

Name of Bank

Bank's ABA Routing Transit Number

Location of Bank (Street, City, State)

I hereby authorize you to pay and to charge to my account any City of Dover utility bills that are transmitted through the Federal Reserve Bank's Electronic Automated Clearing House channels by the City of Dover utilities.

Phone Number

City of Dover Account Number

Printed Name & Signature

Date

IMPORTANT

Please include a voided check or account information on signed bank letterhead.

If there are insufficient funds in your bank account on the payment date or the payment is returned for any other reason, a \$40 return fee will be charged and you will be required to pay fee and bill in CASH; the auto bill pay option may be discontinued at the discretion of **THE CITY**.

Continue to pay your bill as usual until the following message appears on your bill: **BANK DRAFT**.

