



AUTOMATIC BANK DRAFT FORM (AUTO DRAFT via ACH)

A **VOIDED** check is required to complete the bank draft process. If you do not have checks for this account, you will need to provide an ACH Payment Authorization Form from your financial institution.

Complete ALL information

Bank Draft processing could take up to one billing cycle. Please ensure you pay your account manually until your bill reflects Bank Draft. You may contact the office any time to see if the update has taken effect.

I understand that a request to discontinue my automatic ACH Draft will need to be submitted in writing a minimum of 2 business days prior to the scheduled ACH Draft date.

Remittance of Required Documentation:

MAIL TO:
Green Valley Special Utility District
Attn: Billing Department
PO Box 99
Marion, Texas 78124

FAX TO:
830.420.4138

EMAIL TO:
customerservice@gvsud.org

GVSUD Index will be filled out by GVSUD Representative

GVSUD INDEX: _____
GVSUD ACCT # _____

_____ SAVINGS
_____ CHECKING

For District Use ONLY Received By: _____ Updated By: _____

AUTHORIZATION AGREEMENT FOR AUTOMATED BILL PAYMENT (ACH DEBIT) GREEN VALLEY SPECIAL UTILITY DISTRICT, ID NUMBER 742634126

I (We) authorize GREEN VALLEY SPECIAL UTILITY DISTRICT, hereinafter called COMPANY, to initiate debit entities to my (our) checking/savings account indicated below and the depository (bank), hereinafter called DEPOSITORY, to debit.

BANK NAME: _____

ROUTING # _____ **ACCOUNT #** _____

This authority is to remain in full force and effect until COMPANY and DEPOSITORY have received written notification from me (us) of its termination in such time and in such time and in such manner as to afford COMPANY and DEPOSITORY a reasonable opportunity to act on it.

Bank Draft processing could take 4 - 6 weeks. Please ensure to pay your account manually until your bill reflects AUTO PAY.

NAME(S) LISTED ON DEPOSITORY ACCOUNT: _____

DATE: _____ SIGNATURE: _____

DATE: _____ SIGNATURE: _____