



23 Russell Blvd. Suite 3  
Davis, CA 95616

## Bank Drafting Authorization

No Checks to Write

No Transaction Fees

Make Payments on Time Even when you are away from home

### To Enroll onto Auto-Pay with a Checking Account:

1. *Fill out this application*
2. *Include a bank check marked "VOID"*
3. *Mail or drop off at: 23 Russell Blvd Suite 3 Davis, CA 95616*

**\*\*\*Application must be received by the 15<sup>th</sup> of the month, for the bank draft to take effect this month. If received after the 15<sup>th</sup>, changes will take effect next month.**

**You can always contact Finance at 530-757-5651 to confirm, when drafting will begin \*\*\***



# BANK DRAFTING AUTHORIZATION

## Finance Department

23 Russell Blvd. Suite 3 • Davis, CA 95616

(530) 757-5651

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Please select which best applies:  Property Owner  Tenant  Agent

Service Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Utility Account Number: \_\_\_\_\_

Please place a voided check here. A copy is also acceptable.  
A bank deposit slip does not count as a voided check.

This is the checking account information that will be entered for  
drafting. This application cannot be processed without it.

**If are currently enrolled with a credit card, please check following box:**

- Please discontinue my credit card enrollment and replace with checking account.  
\*\*\*Please see reverse side to determine when drafting from checking account will begin.

I hereby authorize the City of Davis to deduct funds  
from my account at the above indicated financial  
institution upon receipt of this form.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_