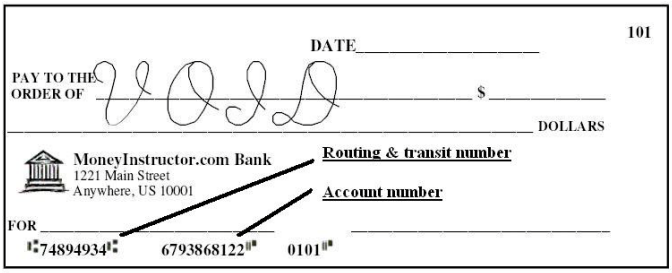
CREDIT/DEBIT AUTHORIZATION FORM
For automated water/sewer bill payments

I (we) hereby authorize The City of Clifton, Texas ("the City") to initiate entries to my checking/savings accounts at the financial institution listed below and, if necessary, initiate adjustments for transactions credited in error. This authority will remain in effect until the City is notified by me (us) in writing to cancel it in such time as to afford the City a reasonable opportunity to act.

**Step 1 – Complete the table below**

| | |
|---|---|
| Name of Financial Institution | |
| Branch Name | |
| City, State & Zip | |
| Checking/Savings Account number | |
| Routing & transit number | |
| Maximum Amount Authorized | |




**Step 2 – Attach a voided check to this form for verification of institution and account numbers**

**Step 3 – Complete the information below and sign**

_____
(Your Name(s) - PLEASE PRINT)

_____
(Your Address - PLEASE PRINT)

_____
(Signature(s) (Date)

**Step 4 – Return this form with attached voided check to Clifton City Hall at 403 West 3rd or mail to**
**City of Clifton**
**PO Box 231**
**Clifton, Texas 76634**

**Get it to us before 4:30 PM the second Monday of the month to be in effect for the next month's billing cycle.**

**If you need help, please bring a voided check to City Hall and we'll be happy to help you fill out the form.**