



121 W. Broadway
P.O. Box 307
Prosper, TX 75078
972-346-2640

Auto-Draft Authorization Agreement

All applications must be received no later than the 5th of the month to have drafting established for that months billing. This authority is to remain in effect until written notice of termination is given to Town of Prosper, Utility Billing Dept., P. O. Box 307, 121 W. Broadway, Prosper, Texas 75078. Written notice to discontinue drafting must be received no later than the 5th of the month. Utility bills will be mailed to utility customers on or about the 21st day of each month should no unforeseen circumstances exist. Utility payments will be drafted from customer accounts the 10th of each month with the exception of holidays, weekends, bank closing, or other unexpected events. In that event payment will be drafted on the next business day. Account will be drafted for the full balance no partial payments can be arranged.

Please fill out the information requested and return application and voided check to the Town of Prosper at the above mentioned address.

Select One: _____ New Authorization _____ Change Authorization

I hereby authorize the Town of Prosper Utility Billing Department to initiate debit entries on my account with the Financial Institution indicated below.

Customer:

Name: _____
Address: _____
Utility Account Number: _____

Financial Institution:

Bank Name: _____
Bank Address: _____
Routing #(Window 1) _____
Account # (Window 2): _____
Select One: _____ Checking _____ Savings

Date: _____ **Signed:** _____

All information provided to the Town of Prosper Utility Billing Department will be strictly confidential and used for the intended purposed of bank drafting customer's utility bills. No information contained on this form will be made available to other sources, other than the Town's banking institution, unless the Town of Prosper receives a written and signed notice from the customer.