

AUTOPAY IS EASY

- CONVENIENT
- HASSLE FREE
- WORRY FREE
- TIME SAVING

...way to pay your City
utility bill


A really nice place

**City of Sheldon
AUTOPAY**

416 9th Street
P.O. Box 276
Sheldon, Iowa 51201

**City of Sheldon
AUTOPAY**

**Sheldon Utility Billing
Department
416 9th Street
PO Box 276
Sheldon, IA 51201**

Sign up TODAY!

City Office Hours:

Monday-Friday

7:30 a.m. to 4:30 p.m.

Tel: 712-324-4651

WELCOME TO AUTOPAY

Your payments will be automatically debited from your checking or savings account. It saves you time, effort and postage. Plus you can rest easier knowing that your payments are always on time.

You will continue to receive your water/sewer and garbage bills from us on your regular billing cycle. Your financial institution will automatically debit your account on the due date of the bill.

We will process your application and notify your financial institution within 2–3 weeks. Once the service has been initiated, your bill will note "COPY OF BILL, PAID BY BANK" on the top portion of your bill.

This service is provided free of charge. Autopay is accurate and reliable. Simply fill out the application form and send it back with a voided check to:

City of Sheldon
Utility Billing Department
PO Box 276
Sheldon, IA 51201

Or you may place your application in our utility drop box located south of the west entrance to the Sheldon Community Service Center.

You may address your questions or concerns by writing to us, emailing us at pmeester@cityofsheldon.com or by calling our office at (712) 324-4651.

You may stop participating in Autopay at any time simply by calling or writing our office at least one week in advance prior to termination of your services.

If you move, your Autopay service will automatically stop. Your final bill will be deducted from your bank account. If you move to another location in Sheldon, you will not need to sign up again to authorize automatic debit from your bank account for the new service location.

City of Sheldon Autopay

Service Name

Service Address

Phone Number

Utility Account Number(s)

Name of Financial Institution

City & State

Financial Institute Route Number

Account Number

Check One: Checking 1
 Savings 1

I (we) authorize the City of Sheldon to initiate various debit entries to my (our) checking/savings account. This authority will remain in full effect until I (we) notify the City of Sheldon of its termination.

Signature

Date

Please provide a void check preprinted with your name, financial institution's name, routing number and account number.

CITY OF SHELDON AUTOPAY

416 9th Street, PO Box 276
Sheldon, IA 51201
Telephone Number 712-324-4651
Fax Number 712-324-4601