



# City of Melissa

## Public Works

PO Box 409  
Melissa, TX 75454  
Tel (972) 838-2035  
Fax (972) 837-4394

### BANK DRAFT AUTHORIZATION

I (we) authorize the City of Melissa to initiate automated debit entries for utility service to my (our) checking account at the bank or other depository as indicated below.

DEPOSITORY NAME: \_\_\_\_\_  
(Name of Bank)

BRANCH: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

BANK'S ROUTING NUMBER: \_\_\_\_\_

CUSTOMER'S BANK ACCOUNT NUMBER: \_\_\_\_\_

This authorization is to remain in effect until the City of Melissa has received written notification from me (or either of us) of its termination in such time and in such manner as to afford the City of Melissa a reasonable opportunity to act on it.

### **AUTHORIZATION:**

NAME (S): \_\_\_\_\_  
Please print name(s)

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

**Please attach a voided check that shows the bank routing number and the bank account number.**

### **FOR OFFICE USE ONLY**

CUSTOMER NAME: \_\_\_\_\_ ACCOUNT NO.: \_\_\_\_\_