Utility Billing

CITY OF CONROE

Est. 1904

Our Automatic Bank Draft program is the easiest and most convenient way to pay your utility bill. With this service, you can pay your bill automatically through your bank or financial institution.

- You will continue to get your statement each month showing your amount due.
- On the due date, your bank will withdraw the amount of your bill from your checking or savings account and forward it to the City of Conroe.
- After the Authorization Agreement has been processed, you will see the message "Paid by Draft" appear on your bill. This can take 1-2 billing cycles. Until that time, please continue to pay your bill in the usual way.
- If you're currently enrolled in our credit card autopay, you will need to unenroll before applying for the bank draft program. You will need to login to your online account to manage your credit card autopay.
- Please note that if you have 2 returned drafts within a 12-month timeframe, it will result in termination of this program.

To enroll, just complete and sign the authorization agreement below and return it by one of the methods listed below.

- In Person: City of Conroe Utility Billing Office located at 700 Metcalf St, Conroe, TX 77301
- Mail: City of Conroe Utility Billing, P.O. Box 3066, Conroe, TX 77305

Bank Draft Authorization

I authorize the City of Conroe to draw drafts against my bank account each month in payment of my utility bill. This authorization will remain in effect until revoked in writing and the City of Conroe has had a reasonable time to receive and adjust their records. Until that time, the City of Conroe will be fully protected in honoring this draft.

Signature _____ Date _____

FROM YOUR UTILITY BILL

Account #:
Service Address:
Customer Name:
Email Address:

FROM YOUR CHECK

Name of Bank:
Bank Account Number #:
Name (as it appears on check):

***** YOU MUST SEND A VOIDED CHECK OR AN ACCOUNT VERIFICATION FORM OR A DIRECT DEPOSIT FORM WITH THIS FORM FOR THIS APPLICATION TO BE PROCESSED *****

If you have more than one account with Utility Billing and wish to have drafts drawn on all accounts, please complete a form for each account.

****If there are any changes in your bank institution, please submit a new form to the Utility Billing Department.**