



City of Petoskey

Department of Finance

101 East Lake Street, Petoskey, Michigan 49770 • 231 347-2500 • Fax 231 348-0350

Automatic Utility Bill Payment Plan

The City of Petoskey is pleased to offer an automatic payment plan for your monthly utility bill. Each month your bill will be automatically deducted from your checking or savings account. The plan provides a quick and easy way to pay your bill and it is free. To begin the automatic payment plan simply fill out the form below and return it with a voided check or deposit slip from your bank account.

UTILITY CUSTOMER INFORMATION		
Name:		
Address (Include mailing address, if different):		
City:	State:	Zip:
Daytime Telephone Number:		
Utility Account Numbers:		

FINANCIAL INSTITUTION ACCOUNT INFORMATION
Name:
Checking Account Number:
Savings Account Number:
ABA-Routing Number (9 digits on bottom of check): This information may also be obtained from your financial institution.
<i>PLEASE INCLUDE A VOIDED CHECK OR DEPOSIT SLIP WITH THE APPLICATION</i>

AUTHORIZATION	
I hereby authorize the City of Petoskey to deduct my utility bill payment from my checking or savings account listed above and to verify I am the owner of the account with my financial institution. I also authorize any necessary adjustments that may be needed. I may discontinue payments at any time upon notifying the City of Petoskey in writing.	
Signature:	Date:
Mail to: City of Petoskey Department of Finance 101 East Lake Street Petoskey, MI 49770	Any Questions, please call: Utility Billing at 231-347-2500
<i>ALLOW 30 DAYS FOR WITHDRAWALS TO BEGIN</i>	