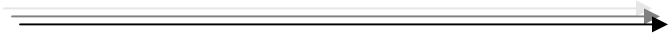


**City of
Delaware
Ohio**

*Utility Billing Department
City Hall ♦ 1 S. Sandusky St
740-203-1250*



Dear Utility Customer,

The City of Delaware offers electronic payment for your convenience. This service will save you time in paying your utility bill.

How it will work:

You will receive a bill at the beginning of each month in the mail which will show you exactly what to deduct from your checking or savings account. Your payment will be automatically deducted from your bank account on the 10th of that month, unless it falls on a holiday or weekend, in which case it will be deducted the next working day.

Before you apply for this program, you will need to contact your financial institution to see if they are active in the Automated Clearing House network [ACH]. Most major banking institutions and many credit unions participate.

Below is the application that can be dropped off at the Utility Office in City Hall or mailed to PO Box 1305, Delaware, OH 43015. If you have any questions, call our office at 740-203-1250. PLEASE ATTACH A VOIDED CHECK.

.....
AUTHORIZATION AGREEMENT FOR PRE-AUTHORIZED PAYMENTS

I(We) hereby authorize the City of Delaware to initiate debit entries to my(our) checking/savings account indicated below and the depository [Bank, etc.,] named below to debit the same to such account.

DEPOSITORY NAME _____
CITY _____ STATE _____ ZIP _____
TRANSIT/ROUTING/ABA # _____ ACCOUNT # _____

This authority is to remain in full force and effect until the City of Delaware and Depository 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 Delaware and Depository a reasonable opportunity to act on it.

NAME(S) _____ UTILITY ACCT # _____
[please print]

DATE _____ SIGNED _____