



Oneida, Tennessee 37841

423-569-6311
423-569-6312
Fax 423-569-2471



Preauthorization Form

**Sign Up Form for Free
AutoPay Bank Draft Program**

I (we) hereby authorize Oneida Water & Wastewater Dept. to initiate debit entries to such account by funds transfer for payment of my monthly utility bill

Oneida Water & Wastewater Department
Account Number: _____

This authority is to remain in full effect until I notify Oneida Water & Wastewater Dept. that I wish to end this agreement and Oneida Water & Wastewater Dept. has had reasonable time to act on it; or until Oneida Water & Wastewater Dept. has sent me 10 days written notice that they will end this agreement

Name: _____

Billing Address: _____

I understand that Oneida Water & Wastewater Dept. will continue to send a bill and there will be a minimum of 15 days after the date of billing to notify Oneida Water & Wastewater Dept. of any error on the bill or have adjustments made to the bill

City: _____

State _____ Zip _____

Phone: _____

Voided Check Enclosed? Yes _____

I further understand that in the event my account has insufficient funds to cover the monthly payment amount drafted, or my monthly draft rejects due to account closed status, bank ownership changes or account changes, a \$20 fee will be assessed and debited from my account in addition to the monthly payment due. It is my duty to notify Oneida Water & Wastewater Dept. prior to a scheduled debit of any changes made to my designated depository account, including but not limited to closed status, bank ownership changes and account changes.

Oneida Water & Wastewater Dept. must receive this form and voided check at least 15 days prior to your next bill date in order to draft your upcoming water bill. Send this form with your current monthly payment, to be assured next month's bill will be drafted.

I attest I am an authorized owner of the Depository Account listed below, and am exercising my powers as such.

(To be Completed By Oneida Water Dept.)

Authorized Signature Date

Depository Account to be Drafted