

CITY OF RICHMOND, MO
DIRECT DEBIT~DIRECT DEBIT~DIRECT DEBIT

SIGN ME UP!!!

To authorize automatic deductions from your checking or savings account thru Easy-Pay, just:

- Complete this form
- Include a blank, voided check; and
- Mail to us at the address below

Name on City of Richmond Water/Sewer account _____

Name on Bank Account (if different) _____

Service Address _____

Daytime Phone # _____ Evening Phone # _____

Name of Financial Institution _____

Bank's Address _____

Bank's Phone # _____

Bank Routing # _____ Bank Account # _____

_____ CHECKING ACCOUNT _____ SAVINGS ACCOUNT

_____ I authorize the City of Richmond Collector to instruct my bank/financial institution to make my payment from the account listed on the 7th of each month. If necessary, credit entries and adjustments for any debit entries in error to my (our) account. I understand this authorization will remain in full force and effect for this address until the City of Richmond receives written notice from me of it's

termination, allowing for reasonable time to act on my request. I also understand in the event of 2 denied payments on this account, the City of Richmond reserves the right to discontinue this payment option.

Signature _____ Date _____

*City of Richmond
Collector's Office
205 Summit St
Richmond, MO 64085
(816)776-2343 Fax-(816)776-8216
Email-modell@cityofrichmondmo.org*