



\$ave time and money!

Sign up for the City of Shelby's bank draft program

Follow these easy steps to enroll:

Fill out the Bank Draft Authorization Form on back.
Mail the form with a voided check to the address on the right, or include the form and voided check with your payment, or fax the form and voided check to 704-669-6607.

Shelby
NORTH CAROLINA

City of Shelby
Customer Services
P.O. Box 207
Shelby, NC 28151-0207



City of Shelby Bank Draft Authorization Form

****ATTACH VOIDED CHECK TO THIS FORM****

I authorize the City of Shelby to electronically draft my account for the amount that is due on or after the due date. I have attached a voided check or a copy of a voided check. I agree to have sufficient funds available in my checking account for this service and understand that if a draft is dishonored or returned, a \$25 charge will apply. Failure to comply with the terms of this contract could mean termination of this service. If I decide to discontinue automatic draft or change my banking information, I will contact the City of Shelby Customer Services Department at 704-484-6866.

Name on Utility Account (Please Print): _____ Utility Account Number _____

Service Address: _____ City: _____ State: _____ Zip: _____

Authorized Signature: _____

How do I know if my City of Shelby bill is set up for automatic bank draft?

If the words **BANK DRAFT** are printed on the remittance stub of your bill to the left of your utility account information, your utility bill will be paid by draft through the bank. If the bill you receive does not have the words **BANK DRAFT** printed on the remittance stub, you will be responsible for paying your bill. If you have any questions, please call (704) 484-6866.