



# Automatic Bank Draft

*Create time for more important things*

The Automatic Bank Draft program saves you time by doing the work of paying your monthly utility bill for you – leaving you time to do more important things.

The Automatic Bank Draft option is FREE\*, and you can elect to discontinue the program at any time.

*It's Quick and Easy*

Just complete the enrollment form\*\* on the back and send it to us with a voided check when you mail your next payment. For more information, visit [www.garlandutilities.org](http://www.garlandutilities.org), contact Customer Service at 972-205-2491 or email at [custserv@gpltxas.org](mailto:custserv@gpltxas.org).

\* Check if your financial institution will charge any related fees.

\*\* Your Garland utility account needs to have a zero balance, and you will need a checking or savings account to participate in the Automatic Bank Draft program.



**GARLAND**  
TEXAS MADE HERE

# Yes, I want Automatic Bank Draft.

**Here is a voided check from my bank account that I want to have drafted for my monthly utility payment.**

Name \_\_\_\_\_

Service Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Phone \_\_\_\_\_

Email (Optional) \_\_\_\_\_

Bank, Credit Union or Savings and Loan\* \_\_\_\_\_

Bank Address (City, State, ZIP) \_\_\_\_\_

Checking Account Number (Please attach a voided check) \_\_\_\_\_

Routing Number (First 9-digits of your account number) \_\_\_\_\_

Utility Account Number \_\_\_\_\_

\* Please note that not all Credit Unions or Savings and Loans provide for drafting on checking or savings accounts.

I have given authority to the City of Garland, providing services to the account(s) listed, to draw drafts against my account in payment of my utility bills. I authorize such drafts to be drawn and presented for payment until authority is revoked. Should I close my utility account, I understand my final bill will be drafted.

**Optional P.A.I.D. Donation**  \_\_\_\_\_ \$ (i.e., \$1, \$10, \$20, \$50)  
 Round my payment up to the nearest dollar

Signature (As accepted by Bank, Credit Union or Savings and Loan) \_\_\_\_\_ Date \_\_\_\_\_

**Enroll in E-Bill?**  I want to receive my utility bill by email. (No more paper bills!)

Email (Required if enrolling in E-Bill) \_\_\_\_\_

**Return this form with your monthly payment and a voided check to:**

Customer Service Payment Center  
City of Garland  
P.O. Box 461508  
Garland, TX 75046-1508

[www.garlandutilities.org](http://www.garlandutilities.org)