



City of Menahga
115 2nd Street SE • PO Box C
Menahga, MN 56464
218-564-4557
www.cityofmenahga.com

Automatic Funds Transfer Application (ACH Debits) **(Automatic Withdrawal from Checking Account)**

To participate in the Automatic Funds Transfer program, please complete and sign this application and attach a "voided" check. You may either mail or drop off the completed application and voided check at City Hall at the address above. Applications by fax, email, or telephone are not accepted.

Customer name(s): _____

Utility account number: _____

Street address: _____

City: _____ State: _____ Zip Code: _____

Home phone: _____ Work phone: _____

Bank name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Account number: _____ Routing number: _____

Type of account ✓: Checking Savings Other

Authorization:

- I hereby authorize the City of Menahga to initiate ACH Debits (charges) to my bank account and for my bank to accept and post the charges for utility bill payments rendered to me by the City of Menahga.
- I understand that if I change my bank account or decide to withdraw from automatic payments, I must submit a written request to the City and allow a reasonable amount of time (approximately 30 days) for the City and my bank to terminate service.
- I understand that I have the right to stop payment of charges before my account is charged and to have any incorrect charges corrected by notifying the City.

Signature: _____ Date: _____