

# Utility Bill Direct Payment Plan Enrollment

You can pay your utility bill from your checking or savings account automatically—no checks to write, stamps to buy, or late payments. It's free, fast and completely hassle free!

**Q. Who is eligible for the program?**

A. All Cambridge utility customers that have an automatic meter reading system are eligible for the utility bill direct payment plan. If you have not been converted to automatic meter reading, please call the Public Works Department at (763) 689-1800 to schedule your conversion today.

**Q. How do I sign up?**

A. It's easy. Simply complete and return the attached authorization form. We bill monthly. Please continue to pay your bill as usual until this message appears on your bill: "Auto Bill Customer—Do Not Pay".

**Q. How can I be sure that my utility bill has been paid?**

A. Your monthly bank statement will reflect the automatic payment.

**Q. Who do I call if I have a question about this program or my utility bill?**

A. Call the City Utility Billing Clerk at (763) 552-3212.

**Q. What if I try the Utility Bill Direct Payment Plan and I don't like it?**

A. You can cancel your authorization for automatic payments at any time by notifying us in writing, by phone at (763) 552-3212, or by emailing us at [jkriesel@ci.cambridge.mn.us](mailto:jkriesel@ci.cambridge.mn.us).

## Automatic Payment Authorization Form

Please enroll me in the Cambridge Utility Bill Direct Payment Plan. I authorize the



City to collect payment of my utility bill by initiating debit entries (deductions) to the bank account shown on the attached voided check or deposit slip.

Print Name: \_\_\_\_\_

Print Address of Utility Service:  
\_\_\_\_\_

Signature of Authorized Individual on Account:  
\_\_\_\_\_

Date: \_\_\_\_\_

Utility Billing Account Number: \_\_\_\_\_

Print Name of Bank: \_\_\_\_\_

Checking Account (attach voided check) \_\_\_\_\_

Or

Savings Account (attach deposit slip) \_\_\_\_\_

Return to: City of Cambridge--Utility Billing Clerk  
300 Third Avenue NE  
Cambridge, MN 55008