



# CITY OF OAKDALE

## City utility payments can be deducted from your checking or savings account...

Next time you sit down to write out checks for your bills you have the option of reducing the number you write by one. Oakdale utility customers can have their payments directly deducted from their checking or savings account through the city's in house ACH payment processing, at no extra charge.

The ACH program is entirely optional. The city offers this service to customers because some people find this automatic payment more convenient. You must sign up for this option if you choose to participate. Once you do so, utility bill payments will come straight from your bank account to the city. The payment will be deducted from your account on the payment due date.

Oakdale bills residential utility customers quarterly. Because water and sewer bills vary in amount, the city will continue to send your quarterly utility bill.

**How do I sign up?** Simply complete and return the attached authorization form, and include a voided check (for checking accounts) or deposit slip (for savings accounts).

**If I don't sign up right now, will I be able to enroll later?** Yes. Simply call us at 651-739-5086, and we will send you an authorization form or you can find it online

**How soon will the ACH payment start?**  
It will start as soon as your information is entered on your account.

**How can I be sure my bill has been paid?**  
Your monthly bank statement will reflect the ACH payment.

**What if I change banks or accounts?**  
You Just call us at 651-739-5086. We'll send you a new authorization or you can find the form online.

**What if I try the ACH Program and don't like it?** You may cancel your authorization at any time by notifying us at 651-730-2710 or by a written request.

## IN HOUSE ACH PAYMENT

I authorize the City of Oakdale and the financial institution named below to debit the bank account shown.  
I understand that this authorization will continue until cancelled by calling or a written request.

Customer's Billing Address \_\_\_\_\_ Account# \_\_\_\_\_

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Financial Institution \_\_\_\_\_

Bank Routing Number (ABA#) \_\_\_\_\_

Bank Account Number \_\_\_\_\_

Checking Account  Savings Account

Attach a voided check (for checking account) or savings deposit slip (for savings account).

Signature \_\_\_\_\_ Date \_\_\_\_\_

Return to: Finance Department, Attn: Jill, City of Oakdale, 1584 Hadley Av N, Oakdale MN 55128