

Town of Oakboro

PO Box 610
109A N. Main Street
Oakboro, NC 28129
704-485-3351 (phone) 704-485-2439 (fax)

Thursday, November 19, 2009

Dear Town of Oakboro Customer,

We are excited to be able to offer you the choice of making your water/sewer payment by bank draft. Whether or not you want to use bank draft is strictly your decision as a customer of the Town. Your first drafted payment will depend on when you enroll in the program.

If you wish to start this process and change your payment to a draft, then please sign on the line at the bottom and return this letter to Town Hall. You will also need to include a voided check from the account to be drafted. You may choose to receive your bill each month stating draft payment amount and date or you can opt to go "paperless" and no longer receive a monthly statement from us. In order to receive your payment information prior to your draft date you will have two options; you can call Town Hall or you can provide us with your e-mail address. We will provide your information including usage and total after the bills have been generated.

Thank you for your cooperation as we implement new opportunities for our customers.

Sincerely,
Whitney Mackey
Town Clerk
Town of Oakboro

APPLICATION FOR AUTOMATIC BANK DRAFT FOR TOWN OF OAKBORO UTILITY BILLS

By signing below, I give the Town of Oakboro permission to draft from my specified bank account the monthly bill for utility services for the Town. Draft will take place on the 10th day of each month (if the 10th falls on the weekend, draft will be the Friday before). I have attached a voided check from the account to be drafted. Please designate type of account...

- Checking
 Savings

Please check your choice below concerning monthly notices...

- I wish to continue receiving my monthly bill.
 I do not need a monthly bill mailed and will use my bank statement as my record.
 I would like to receive an email providing my gallons used and total amount due.

Name on Water/Sewer Account: _____

Account #: _____ Phone #: _____

(Please include this in case the Town needs to contact you.)

Signature of Account Holder

ATTACH VOIDED CHECK