



SHAKOPEE PUBLIC UTILITIES
Automatic
BILL PAY

Easy, Convenient & Free!

Life is complicated.
Paying your utility doesn't need to be.

Automatic Bill Pay is a simple way to have your utility bill automatically deducted from your checking or savings account each month. It's an electronic funds transfer system that makes check writing and possible late fees a thing of the past.

It's easy to sign up. Just complete the authorization form on the reverse side, attach a voided check or a savings deposit slip and fax the authorization form to 952.445.7767 or mail it to:

**Shakopee Public Utilities, ATTN: Billing Department
PO Box 470, Shakopee, MN 55379-0470**

Once you're enrolled in Automatic Bill Pay, you'll continue to receive your SPU statement at your usual billing time.

Please continue to pay your bill manually until you receive written notification from SPU confirming Automatic Bill Pay is in effect.

It's convenient.

Once Automatic Bill Pay is confirmed, the payment will be deducted from your account on the due date, so there's never a late fee!

It's free.

This is a free service. SPU does not charge you for automatic payments.

Simplify your life, sign up today!

RELAX

Knowing your bill is paid

- Each month your utility bill payment will be automatically deducted from your checking or savings account, so there's never a late fee
- You will receive an itemized SPU statement for your records
- Your payments will be recorded on your bank statements
- If you have a question about your bill, simply call the number shown on your statement
- You can stop any withdrawal by notifying us five days before the anticipated withdrawal date
- You may discontinue your participation in the Automatic Bill Pay program by contacting us at 952.445.1988



SHAKOPEE PUBLIC UTILITIES

255 Sarazin Street • PO Box 470

Shakopee, MN 55379

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Residential & Commercial Customer Information

SPU Billing Account Number

-

Phone Number:

I _____ residing at _____ authorize Shakopee Public Utilities to perform the necessary applications for payment of my utility bill through automatic withdrawal from my checking or savings account. In the event of non-sufficient funds in my account a \$30 NSF charge will be added to my SPU bill. A monthly statement itemizing the current charges for the billing period will continue to be sent to me.

I will need to pay my SPU bill until I have received written confirmation that Automatic Bill Pay is in effect, typically one billing cycle.

Bank Name _____

Bank Routing #

Bank Address _____

Bank Account #

Bank Phone

By signing below, I understand and accept the terms stated above and certify that the account information, including routing number, is accurate; that the account is solely in my name or that I am authorized to withdraw funds from the account for utility payments; and that I am responsible for any errors or inaccurate information provided to SPU.

Customer Signature _____

Date _____

For Checking Accounts: Please attach a voided check here.

For Savings Accounts: Please attach a deposit slip here.

Routing #:

|: 987654321 |:

Account #:

0123456789

Check #:

101

SPU Office Use Only

SPU Authorizing Signature

Date



Call:

952.445.1988



Click:

spucweb.com



Visit:

SPU Service Center
255 Sarazin Street
Shakopee



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