



Automatic Payment Plan (APP) Application

I authorize the City of Manvel to begin deduction from my checking/savings account with the financial institution named below in the amount for my monthly water and/or sewer utility bill. I understand that I may discontinue enrollment in APP by notifying on writing the City of Manvel within 14 days of the payment due date to allow sufficient time for processing. I understand that both my financial institution and the City of Manvel have the right to terminate this payment plan or my participation therein. I understand the amount due for water and/or sewer services shall be processed by my banking institution 20 calendar days after the invoice date. If the due date falls on a weekend or holiday, payment will be processed on the next business day. Refunds for any reason as a result of this APP will be paid to the primary name stated below.

Date: _____ Signature: _____

Primary name: _____

E-mail address: _____

Name(s) Shown on Your Utility Bill: _____

Street Address: _____

Utility Account No.: _____

Primary Phone No.: _____ Secondary Phone No.: _____

Financial Institution's Name: _____

Financial Institution's Phone Number: _____

Name(s) Appearing on Your Account: _____

Checking Account Number: _____ Routing Number _____

Savings Account Number: _____ Routing Number _____

There is no charge for this service, unless the payment is returned for nonsufficient funds.

Continue to pay by check/cash until your bill says ***BANK DRAFT***

Mail form to: PO Box 128, Manvel, TX 77578 or email to: utilitybilling@cityofmanvel.com.

This form may also be dropped off at City Hall, 20025 Highway 6, Manvel, TX 77578.