



Per your request, we are sending you the attached Automatic Withdrawal Authorization form for your City of DuPont utilities. It will be necessary for you to complete this form, attach a check marked "VOID", and return it to the City of DuPont, 1700 Civic Drive, DuPont, Washington 98327. *Do not send a deposit slip, unless you will be using a savings account to pay your bill.*

Once your paperwork has been processed, we will set up your account for your utility bill to be withdrawn on or around the 20th of the billing month (odd numbered months). (Example: If the billing cycle covers the period of March/April, the bills will be mailed out the first week of May and your Direct Debit payment will be withdrawn on the 20th of May).

Please call me if you have any questions at 253.912.5398.

Thank you,

A handwritten signature in cursive script that reads "Juanita M. Brunzell".

Juanita M. Brunzell
Finance Specialist

Encl