



*City of Ukiah*  
 300 Seminary Avenue  
 Ukiah, CA 95482  
 (707) 463-6228

**Utility Department  
 EasyPay Authorization Agreement**

**Here's How It Works**

When you enroll in EasyPay, your financial institution will deduct funds from your checking account to pay your Ukiah utility bills. Your bill will be paid for you on time and automatically. You won't have to worry about missing a payment if you are away on a business trip or vacation. You'll continue to receive your monthly statement and you'll have 15 days from billing date to review it before your bank pays the amount due. If you feel there is a problem with your bill, call us at 463-6228. You can notify us if you wish to discontinue EasyPay at any time.

Combine EasyPay and \*Budget Billing! To fix the monthly payment at a constant level.

**It's Easy to Start EasyPay**

Simply complete the attached form and return it with your next utility payment. Enclose an original check marked "Void" or a photocopy of a check from the checking account you wish to have debited. Your next bill will show "No Payment Due" and your financial institution will show the appropriate debit on your monthly statement.

Why wait? Just fill out the form and send it in with your next payment.

\*Budget Billing subject to limitations. Contact Customer Service to determine your budget billing amount.

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**EasyPay Authorization Agreement**

I hereby authorize the City of Ukiah to deduct funds from my checking account listed below to pay my City bills. I understand that these automatic payments may be cancelled if I notify the City in writing prior to the next billing date. I also wish to begin budget billing  YES  NO (Please mark either Yes or No! If neither box is marked, a No will be assumed.)

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(PLEASE PRINT)                      NAME OF YOUR BANK, SAVINGS AND LOAN OR CREDIT UNION

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YOUR NAME AS SHOWN ON FINANCIAL INSTITUTION RECORDS                      YOUR DAYTIME  
 PHONE

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ADDRESS WHERE YOU RECEIVE UTILITY SERVICE (STREET, CITY, ZIP)                      CUSTOMER UTILITY  
 BILLING #

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YOUR SIGNATURE AS SHOWN ON FINANCIAL INSTITUTION RECORDS

TODAYS DATE

Please attach an original check on which you've written "VOID," or a photocopy of a check from your checking account, and return it along with this form with your next payment. Deposit slips cannot be accepted.

## **Customer Services**

Please watch your future utility bills for more information about these and other programs as they become available.

### **Convenient Payment Plans and Services**

#### **PAYMENT ARRANGEMENTS**

If you need more time to pay your bill or wish to arrange a payment plan, just call our office at 463-6226 or stop by for a personal consultation.

#### **DROP BOX**

Don't like to wait in line? If you prefer to pay your bill in person, two drop boxes are located at the Civic Center. One is outside for easy drive by access and another is in the foyer.

#### **VISA/MASTERCARD ACCEPTANCE**

We now accept Visa and Mastercard for paying any City bill.

#### **EASYPAY**

When you enroll in Easy Pay, your bank will automatically deduct funds from your checking account to pay your Ukiah utility bills. You won't have to worry about missing payments if you are away on a trip. Save time and money! Apply today. Authorization on reverse side.

### **Assistance for Low and Fixed Income Households**

#### **R.E.A.C.H.**

A REACH representative will determine if you qualify for Emergency Assistance. Call for an appointment at 468-9577. Our Customer Service Department will assist you with any bill information that will help you with this process.

#### **H.E.A.P.**

This agency offers utility bill assistance once per year to low income households on a non-emergency basis. Contact North Coast Energy Services, Inc for pre-qualification over the phone at 463-0303.

#### **Deregulation and Conservation Information**

Learn how your energy usage affects your monthly bill. Information is available to identify high energy and water consumption culprits for both residential and commercial customers. Interested on how deregulation will affect City of Ukiah? Get the facts from our Customer Service Dept. on the upcoming changes. For up to date deregulation info or helpful

efficiency tips call our offices at 463-6228.

### **Special Rates and Other Services**

#### **MEDICAL / LIFE SUPPORT BASELINE**

Extra electricity at our discounted rate is available for those with special medical energy needs with a certification from your doctor. Applications are available upon request.

#### **BUDGET BILLING**

Have fluctuations in your bill from season to season? Does your bill get affected by longer meter reading cycles? We're here to help! Our flexible statement options will allow your bill to be averaged into one payment amount so you can budget your utility bills conveniently. This has been a valuable service for those on fixed or limited incomes.

#### **THIRD PARTY NOTIFICATION**

If you are elderly or a dependant adult, you may request our third party notification service. A trusted friend or family member

will be notified by telephone or  
mail to help you avoid any

interruption in services if a  
payment is forgotten. An

application for this valuable  
service is just a phone call away.