

# Here's one bill you won't miss

## Moorhead Public Service Automatic Payments



### WHAT IS IT?

You may have to lift a finger to turn on your light switch, but you don't have to lift a finger to pay for it. Just sign up for Moorhead Public Service's (MPS) Automatic Payment Plan. You'll receive your MPS bill as usual, but your bank will automatically deduct the bill from your account approximately 24 to 26 days after the billing date shown on your bill. Proof of payment appears with your bank statement. That's it. No more checks. No more stamps. No more worrying about whether your MPS bill was paid while you were on vacation. Your bill is always paid on time.

### HOW CAN I SIGN UP?

Just fill out the "Authorization for Automatic Payments" form on the back side and return it to MPS. If your payment is to be deducted from a checking account, staple a blank check (with "VOID" written across it) to your authorization form. If you'd like your payment deducted from a savings account, staple a deposit slip with your account number on it to your authorization form.

When the paperwork is done, you won't have to lift a finger to pay your MPS bill. Our Automatic Payment Plan will do it for you.

### Moorhead Public Service

500 Center Avenue, Second Floor | PO Box 779 | Moorhead, MN 56561-0779 | [www.mpsutility.com](http://www.mpsutility.com) | 218.477.8000, Option 4 | [mps@mpsutility.com](mailto:mps@mpsutility.com)

### AUTHORIZATION FOR AUTOMATIC PAYMENTS:

Complete the form below and mail it to Moorhead Public Service, P.O. Box 779, Moorhead, MN 56561-0779, or mail it with your next payment.

I authorize Moorhead Public Service and the financial institution named on the form below to automatically deduct Moorhead Public Service bills from my checking or savings account. This authority will remain in effect until I notify Moorhead Public Service in writing to cancel a minimum of ten days prior to the due date printed on the bill. I can have the amount of an erroneous charge immediately credited to my account up to 15 days after my financial institution statement is issued or 60 days after posting, whichever comes first.

**please print clearly**

\_\_\_\_\_  
Name on MPS Account

\_\_\_\_\_  
Address on MPS Account

\_\_\_\_\_  
Name of Financial Institution

\_\_\_\_\_  
Checking or Savings Account Number

\_\_\_\_\_  
Financial Institution Routing Number [Between  &  on the bottom of your check]

\_\_\_\_\_  
Your Signature

\_\_\_\_\_  
Your Daytime Phone Number

staple your check/deposit slip here