ALEXANDRIA LIGHT AND POWER
316 Fillmore Street, P.O. Box 609, Alexandria, MN 56308
Phone: 320-763-6501 Fax: 320-762-1411

AUTOMATIC PAYMENT PLAN

Automatic payments from your checking account will help you in several ways:

- It saves time – fewer checks to write
- Makes your payment on time every month maintaining good credit for you
- Eliminates any late charges
- Saves postage
- It is dependable, convenient and easy

Here is how it works: You authorize payments to be made from your checking account by submitting this form to ALP. **Your payments will be made automatically the last business day of each month.** Proof of your payment will be on your bank statement.

The authority you give to charge your account will remain in effect until you notifiy ALP or your bank in writing to terminate the authorization.

AUTHORIZATION FOR AUTOMATIC PAYMENT PLAN

I authorize Alexandria Light and Power and the bank named below to initiate variable entries to my checking/savings account. This authority will remain in effect until I notify you or the bank in writing to cancel it in such time as to afford the bank a reasonable opportunity to act on it. I can stop payment of any entry by notifying you three days before my account in charged. I can have the amount of an erroneous charge credited to my account.

Name of Financial Institution

Address of Financial Institution Street City State Zip Code

Signature Date

Name – Please Print

Address – Please Print

Checking Account OR Savings Account

Bank Routing Number (between the ⑆ symbols on the bottom left of your check)

Customer Account Number

PLEASE ENCLOSE A VOIDED CHECK.

RETAIN FOR YOUR RECORDS:
On _____ I authorized the banking institution _____ to initiate electronic entries for payments so Alexandria Light and Power to my checking/savings account and agree to the terms listed on the authorization.