

NOTICE: NEW BANK DRAFT DATE Beginning January 2020

ALP bank draft customers will have a new draft date for your monthly payment. December 31, 2019 will be the last time all of our bank draft customers will have their payment drafted the last business day of the month.

Starting in January 2020, your new draft date will coincide with the normal due date of your statement as shown on your bill.

The dates we read your meter and the billing dates, as well as the timing of when you receive your statement will remain consistent. The only change is the date ALP will draft the payment from your bank account.

If you are not currently a bank draft customer and would like to sign up for bank draft, you may do so by completing the ACH Payment sign up on the reverse side of this insert and returning it with a voided check.

*Please contact our office at
320.763.6501 with any questions
you may have regarding
your new bank draft date.*



www.alputilities.com
316 Fillmore Street
Alexandria, MN 56308



ACH Payment
sign up form on
the reverse side.

AUTHORIZATION FOR AUTOMATIC PAYMENT PLAN

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



PERSONAL INFORMATION:

Name – Please Print

Address – Please Print

City

State

Zip Code

ALP Customer Account Number

Phone Number

Email Address

BANK INFORMATION:

Name of Financial Institution

Address of Financial Institution Street

City

State

Zip Code

Checking Account Number

OR

Savings Account Number

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

Signature

Date

PLEASE ENCLOSE A VOIDED CHECK (Do not enclose deposit slip)