

ABD Plan

Automatic Bank Deduction:

The hassle-free way to
pay your gas bill



2020 N. Meridian Street
Indianapolis, IN 46202-1393
Phone: 924-3311
www.citizensgas.com



Automatic Bank Deduction: The Hassle-Free Way to Pay your Gas Bill.

We recognize how busy everyone is these days, so to simplify things we offer an easy way for you to pay your gas bill. With Automatic Bank Deduction, you can have your monthly gas bill paid automatically through your regular checking or savings account.

Here's how it works:

- ◆ Each month, as usual, you will continue to receive your gas bill showing the amount due.
- ◆ On your due date, about 17 days after you receive your bill, the bank will deduct the amount due from your checking or savings account and then forward this amount to us.
- ◆ The date the deduction will be made from your checking or savings account will appear on your monthly bill.
- ◆ If you have a question about your gas bill, simply call our Customer Services Department at 924-3311, three business days prior to the due date on your bill.
- ◆ Automatic bank deductions will begin with the second bill cycle following the entry of this application into our billing system. Depending on the receipt of your application, this could range from 31 to 60 days

So make things easy on yourself. Just complete the attached form and return it to us with your payment. **In addition, you must send a deposit slip or copy of a canceled check to assure accuracy in processing.** Please continue paying your bill as you have before, until you receive a bill stating your amount due will be automatically deducted.

Automatic Bank Deduction Authorization Form

From your canceled check/deposit slip:

Check one: Checking Savings

NAME OF FINANCIAL INSTITUTION

BANK ACCOUNT NUMBERS - ALL NUMBERS ON BOTTOM OF CHECK

YOUR NAME AS SHOWN ON FINANCIAL INSTITUTION RECORDS

NOTE: In addition, you must send a deposit slip or copy of a canceled check to assure accuracy in processing.

From your Citizens Gas bill:

ACCOUNT NUMBER FROM YOUR BILL

YOUR SERVICE ADDRESS

NAME FROM YOUR BILL

I authorize Citizens Gas to deduct funds from my checking or savings account at my financial institution to pay my total bill. I understand I can stop these automatic payments if I notify Citizens Gas either by phone or in writing. I also understand that if necessary, Citizens Gas and/or my financial institution can stop my participation in this service.

YOUR SIGNATURE AS SHOWN ON FINANCIAL INSTITUTION RECORDS

DATE

Mail To:



Attn: Customer Billing Services
2020 N. Meridian St.
Indianapolis, IN 46202