



## Automatic Payment Request Form

Sun Prairie Utilities offers its customers a free electronic bill payment option.

The benefits include:

- No check to write.
- No more monthly trips to pay in person.
- Your bill will be paid wherever you are.
- No postage to pay.

Your bill will state "PRE-AUTHORIZED PAYMENT – DO NOT PAY" and the payment is deducted from your bank on the due date. You can cancel at any time by calling (608) 837-5500 and requesting to end the program.

### AUTHORIZATION FOR ELECTRONIC PAYMENT

Complete the authorization agreement and return it along with a **voided check** or document from your financial institution.

**Mail to:** Sun Prairie Utilities  
PO Box 867  
Sun Prairie WI 53590-0867

**Fax to:** 1-608-825-6001

**Drop off at:** 510 Linnerud Drive

*(Please choose one)*

I authorize the financial institution named to charge my ☐ Checking Account or ☐ Savings Account and remit payment for my monthly bill to Sun Prairie Utilities.

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**Authorized Signature**

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**Date**

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**Name on SPU Account** *(please print)*

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**SPU Account number**

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**Customer Service Address**

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**Customer Email Address**

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**Financial Institution Name** *(please print)*

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**Customer Phone Number**