

# Direct Debit Authorization Letter

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

Utility Company Name  
Utility Company Address  
City, State, Zip Code

Dear [Utility Company Name],

I hereby authorize [Utility Company Name] to initiate debit entries to my account at [Bank Name], as specified below:

## Account Information

Account Holder Name: [Your Name]  
Account Number: [Your Account Number]  
Bank Name: [Your Bank Name]  
Bank Routing Number: [Your Routing Number]

This authorization is to remain in full force and effect until [Utility Company Name] has received written notification from me of its termination in such time and manner as to afford [Utility Company Name] and [Bank Name] a reasonable opportunity to act on it.

Thank you for your attention to this matter.

Sincerely,  
[Your Name]  
[Your Signature (if sending a hard copy)]