



# Automatic Payment Plan

## FAQ's

### What is the Automatic Payment Plan?

The Automatic Payment Plan (APP) is a program for City of Boulder City customers that will allow you to pay your utility bill with an automatic withdrawal from your checking or savings account.

### Who can enroll in the plan?

Any City of Boulder City customer with a valid checking or savings account may join APP. Credit or debit cards cannot be used for the APP.

### How do I enroll for APP?

Complete the attached application and return to the City of Boulder City Utility Office. Notice of your enrollment in APP will appear on your utility bill. Continue to make payments until you receive notice on your bill that direct payment will be made.

### Will I still receive a bill from the City of Boulder City?

Yes, you will continue to receive a bill showing the amount due, along with the date your designated account will be charged.

### How will I know how much will be deducted from my account?

You will continue to receive a bill showing the amount due, along with the date your designated account will be charged.

### What if I have a question about my utility bill?

Please call the City of Boulder City Utility Office at (702) 293-9244. Office hours are 7:00am to 6:00pm Monday – Thursday.

### Do I need to include anything with my application?

Yes, you will need to include a voided check if payment will be made from your checking account. If you prefer payment to be made from a savings account, you will need to include a savings deposit slip or a letter from your bank stating the transit routing and account number.

### What is my transit routing and account number?



Completed applications can be mailed or emailed to:

City of Boulder City  
401 California Ave  
Boulder City NV 89005  
[utilities@bcnv.org](mailto:utilities@bcnv.org)

**INCLUDE A VOIDED CHECK OR DOCUMENT FROM THE BANK WITH ROUTING AND ACCOUNT NUMBER**

# AUTOMATIC PAYMENT PLAN

**A VOIDED CHECK OR DOCUMENT FROM THE BANK WITH ROUTING AND ACCOUNT NUMBER MUST BE INCLUDED**

Name: \_\_\_\_\_ Utility Account # \_\_\_\_\_  
(as shown on utility bill)

Service Address: \_\_\_\_\_ Boulder City, NV 89005

Contact phone: \_\_\_\_\_

## **ENROLLMENT**

INCLUDE A VOIDED CHECK OR DOCUMENT FROM THE BANK WITH ROUTING AND ACCOUNT NUMBER

Checking  Savings

Bank Name: \_\_\_\_\_ (as shown on checking or savings account)

Transit Routing # \_\_\_\_\_ Bank Account # \_\_\_\_\_

## **CHANGE BANK INFORMATION**

-DELETE-

Checking  Savings

Bank Name: \_\_\_\_\_ (as shown on checking or savings account)

Transit Routing # \_\_\_\_\_ Bank Account # \_\_\_\_\_

-ADD-

Checking  Savings INCLUDE A VOIDED CHECK OR DOCUMENT FROM THE BANK WITH ROUTING AND ACCOUNT NUMBER

Bank Name: \_\_\_\_\_ (as shown on checking or savings account)

Transit Routing # \_\_\_\_\_ Bank Account # \_\_\_\_\_

## **CANCELLATION**

Checking  Savings

Bank Name: \_\_\_\_\_ (as shown on checking or savings account)

Transit Routing # \_\_\_\_\_ Bank Account # \_\_\_\_\_

I hereby authorize City of Boulder City and the financial institution designated on this application to charge/cancel the account I have specified for payment of my utility bill. I have the right to cancel the plan by notifying the City of Boulder City within five days after I receive my bill. If a request is returned for insufficient funds, I may be excluded from the plan. In addition, I understand that both the financial institution and the City of Boulder City reserve the right to terminate this payment plan and/or participation therein.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_