



CITY OF POOLER
UTILITY BILLING DEPARTMENT
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POOLER, GEORGIA 31322
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UTILITYBILLING@POOLER-GA.GOV

Cancellation of Auto-Draft (ACH)

Cancellation by the client of automatic draft service must be made in writing and will become effective immediately unless the ACH (bank) file has already been sent into the bank (usually 2 business days prior to the due date).

Today's Date: _____

Utility Account Number: _____

Service Address: _____

Name: _____

Phone Number: _____

By signing below, I acknowledge that I am the account holder, and accept all responsibility pertaining to this request. My signature authorizes the termination of automatic withdrawal from my checking or savings account.

Customer Signature _____

For Office Use Only

Received date: _____

Received by: _____

Processed by: _____

Processed Date: _____