



Bank Draft Information

You can now pay your bill with NO FEE by monthly automatic bank draft payments.

- You will still receive your monthly statement in the mail showing the amount due on your acct. (Please call immediately with any discrepancies)
- Your account will be drafted on the **4th of each month** (unless the 4th falls on a weekend or holiday, then it will be the next business day).
- If you are currently enrolled in another automatic bill pay, **PLEASE UNENROLL** in your online portal account before applying for automatic bank draft.
- You will be subject to fees and service disconnect if you have a returned Bank Draft payment. We will notify you via the contact information provided.
- You must provide a separate form for EACH service account you wish to be signed up for automatic bank draft payments.
- If there are any changes to your bank account information, please submit a new form to our billing department.
- You must notify us at least 5 business days prior to your draft date to make changes to OR to cancel your Bank Draft Payment.

To Enroll:

- Complete the authorization form.
- Attach an original voided check, copy of a blank check, or account verification letter with application.
- Return the form and voided check to Bridgeport Utilities Office.
- Please confirm that your Bank Draft Payment has begun before you stop paying your bill manually.