

**Automatic Draft Program**

***A Convenient Way to Pay Your Utility Bill***

Plateau Electric Cooperative is pleased to offer a new convenient automatic draft program to our customers. This option is available to anyone who wishes to take advantage of the service. Your monthly payment is automatically paid by your bank account every month.

**How the Program Works**

**Absolutely Free** - There is no cost to sign up for the program, and it will save you the cost of postage stamps and a trip to the post office.

**Your Payment is Made on Time** - The Automatic draft program will provide you with the assurance your monthly payment is made on time. You don't have to wonder "Did I pay my bill this month?"

**Easy Reconciliation** – We will continue to send you a bill as we always have. On your normal due date, your bank account is deducted for that amount. The draft will be shown on your monthly bank statement.

**Simple Enrollment** – Simply sign the attached form and include a voided check of the account to be drafted.

**How You Enroll**

***No More Remembering if You Paid***

- Complete and sign the attached form
- Enclose a Voided Check of the bank account to be drafted
- Mail the form and voided check to Plateau Electric Cooperative. We must receive these fifteen (15) days prior to your next bill to be drafted.
- Your next billing notice will reflect the automatic bank draft amount your bank will automatically pay.
- If you have a problem with your bill, simply notify us within five (5) days of receiving your bill and have your draft stopped. You may then pay your bill the same way as you always did. When you decide to start the bank draft program again, you must sign a new draft form.

**Preauthorization Form**

I (we) hereby authorize Plateau Electric Cooperative and First National Bank acting on behalf of Plateau Electric Cooperative to initiate debit entries to such account by funds transfer for payment of my monthly utility bill.

This authority is to remain in full effect until I notify Plateau Electric Cooperative that I wish to end this agreement.

I understand that Plateau Electric Cooperative will continue to send me a bill and that there will be a minimum of five (5) days after date of billing to notify Plateau Electric Cooperative of any errors on the bill.

I further understand that in the event my account has insufficient funds to cover the monthly payment drafted, or monthly draft rejects due to account closed status, bank ownership changes or account changes, a twenty-five (\$25) fee will be assessed and debited from my account in addition to the monthly payment due. It is my duty to notify Plateau Electric Cooperative fifteen (15) days prior to a scheduled debit of any changes made to my designated depository account, including but not limited to closed status, bank ownership changes or account changes.

I attest that I am an authorized owner of the Depository Account listed below, and am exercising my powers as such.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Depository Account to be Drafted

**Please Attach a Voided Check**

**Sign Up for Free  
Automatic Draft Program**

Plateau Electric  
Account Number: \_\_\_\_\_

Name: \_\_\_\_\_

Billing  
Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Voided Check Enclosed? Yes \_\_\_\_\_

Plateau Electric Cooperative must receive this form and voided check at least fifteen (15) days prior to your next bill due date in order to draft your upcoming utility bill. Send this form with your current monthly payment, to be assured next month's bill will be drafted.

---

(To be completed by Plateau Electric)

Control #: \_\_\_\_\_

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

### Benefits of the Automatic Draft Program

- ❖ Free Service

- ❖ You will receive your bill as you always have. Simply post the bill as paid in your Check Register.
- ❖ Your bill is paid on the DUE DATE (not before). Rest assured your Utility Bills are PAID ON TIME.
- ❖ No more LATE FEES posted to your account.
- ❖ Now you can travel for extended periods of time and not worry about bills being due.
- ❖ Simply complete the attached form and mail with your current bill. You will be set up on the bank draft NEXT MONTH.

- ✓ Saves time
- ✓ Saves money – no postage, no late charges
- ✓ Convenient
- ✓ Worry free
- ✓ Easy to enroll

**Plateau Electric Cooperative**  
**P.O. Box 4669**  
**Oneida, TN 37841**  
**(423) 569-8591**  
**(423) 569-6005 (fax)**

[www.plateauelectric.com](http://www.plateauelectric.com)

***No Worries... No Late Charges***

**Plateau Electric's new Automatic  
Bank Draft Program...**