



INSTRUCTIONS:

- Complete the Bank Draft Cancellation Request from below.
- Cancelling the automatic bank draft service may take one billing cycle from receipt of this request.
- For questions regarding this service, please call (830) 265-4366.



Bank Draft Cancellation Request

Customer Name (as it appears on your bill)

Account Number (on bill)

Service Address

Email Address

Daytime Telephone Number

Financial Information: Type of Account: _____ Checking _____ Savings

Name of Financial Institution

ABA Routing Number

Name on Financial Institution Account

Financial Institution Account Number

I am electing to **discontinue** my enrollment in the automatic bank draft service.

Signature (as accepted by your Financial Institution)

Date

To ensure the highest level of security regarding your bank information, **this form may be submitted in person or by mail.**

Deliver to:
City Hall
510-A Highland Dr
Highland Haven Tx 78654