

AUTHORIZATION FOR AUTOMATIC PAYMENT OF SERVICES, RATES AND HOUSING ACCOUNT

DETAILS OF PROPERTY

Erf no Town

Site address Municipal Account Nr.

Surname Names

Postal Address

Telephone Numbers: (Work) Home Cell

E-Mail

Preferred Method to receive account Mail
E-mail

BANK DETAILS

Bank Account Number In The Name Of

Bank Branch Name Bank Branch Number

Bank Account Number

Type of Account	Savings	Applicable to	Rates and Sewerage
	Cheque		Housing
	Transmission		Water, Electricity and refuse removal
	Other		

I, the undersigned, hereby authorize the Saldanha Bay Municipality to debit by bank account ,with the total amount payable on my monthly municipal account in respect of the services indicated.

commencing on

and on the 15th of each month thereafter.

I further understand and accept the following conditions with regard to this authorization:

1. That my bank account may be debited with the total amount payable on my monthly municipal account on the 15th day of each month.
2. That the agreement remains in force until I cancel it due to the termination of services, change of my bank or any other reason, by giving thirty (30) days notice to that effect to the Saldanha Bay Municipality.
3. That the Saldanha Bay Municipality may cancel this agreement at any time by means of thirty (30) days written notice to me.
4. That the Saldanha Bay Municipality will receive payments in accordance with this authorization without prejudice to its rights.
5. All such withdrawals from my bank account by you shall be treated as though they had been signed by me personally.
6. When a debtor's cheque or electronic payment, made payable to Council, is rejected by the Bank institution as a result of insufficient funds, it will be liable for an administrative fee.

NOTE: The Saldanha Bay Municipality will cancel the debit order should it be dishonoured by your bank on two consecutive occasions.

Date

Signature

AUTOMATIC PAYMENT FOR MONTHLY MUNICIPAL ACCOUNTS

The Municipality in co-operation with commercial and general banks and building societies operates an automatic payment system for the settlement of municipal accounts which will facilitate payment of your monthly account.

HOW DOES THE AUTO PAYMENT SYSTEM WORK?

Convenient: - No cheques to write
- No cash to be carried.
- No queuing at municipal offices.
- No due date to remember - thus no levies or interest for late payments.

Cost saving - Costs of postage, motoring and parking are eliminated.

Reliable - Prompt payment of accounts.
- No special arrangements to be made before you go on leave
- Elimination of possible delays in payments through the post.
- Your payments will be reflected in your bank statement.

Should your banking details change or your property being sold, please inform this office accordingly.

If you are interested, you are kindly requested to complete the attached debit order and return it as soon as possible to the Municipal Manager, Private Bag X12, Vredenburg, 7380 or via e-mail to Ellerize.Brink@sbm.gov.za

KINDLY ATTACH A USED OR CANCELLED CHEQUE FOR REFERENCE OR PROOF FOR YOUR BANK TO VERIFY THE CORRECTION OF BANKING DETAILS.

If you require more information on the auto payment system, please contact the following person:
Ms Ellerize Brink (022) 701 7000
