



City of Martinez Request to Cancel Automatic Payments Electronic Funds Transfer (EFT) Program

HOW TO CANCEL AUTOMATIC PAYMENTS:

1. Fill out the form below.
2. Mail the completed form to: _____ or Email to: waterbilling@cityofmartinez.org
City of Martinez
Attn: Water Department
525 Henrietta St.
Martinez, CA 94553
3. Once received, your cancellation in the program will go into effect within 5 to 7 business days.

For more information, please contact us at waterbilling@cityofmartinez.org or (925) 372-3574.

City of Martinez Electronic Funds Transfer (EFT) Automatic Payment Cancellation

I request the City of Martinez to cancel my previous authorization to automatically deduct funds from my financial institution account to pay for my Water Bill. I understand that once the automatic payment option is cancelled, I will be responsible for sending my payments to the City of Martinez by the due date of the billing statement. Below is my account information:

Municipal Services Account Information:

Service Account Number _____

Service Address _____ **Telephone Number** _____

Name of Person Requesting Cancellation _____ **Date** _____