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1000 N. Old Betsy Rd\* Cleburne, TX 76031 \* P.O Box 637 Keene, TX 76059\* 817-641-3336\*

### Discontinue Bank Draft Request

I, (print individual's name) \_\_\_\_\_ do hereby request my bank draft with the City of Keene be discontinued as of \_\_\_\_\_ (fill in the discontinue date).

\_\_\_\_\_  
Service Address

\_\_\_\_\_  
Bank Account Number

\_\_\_\_\_  
Routing Number

\_\_\_\_\_  
Utility Bill Account Number

\_\_\_\_\_  
Phone Number

You **MUST** submit this form to Keene City Hall by the 14<sup>th</sup> of the month to avoid bank draft from your account on the 7<sup>th</sup> of the following month.

Customer's Signature: \_\_\_\_\_

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

Received By: \_\_\_\_\_

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