

## New Braunfels Utilities Account Information

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

Account #: \_\_\_\_\_ Phone #: \_\_\_\_\_  Home  Cell

Service Address: \_\_\_\_\_  
Address Apt/Unit City State Zip

## Financial Institution Information

(Please direct any questions about this section to your institution.)

Type of Account:  Checking  Savings

Type of Financial Institution:  Bank  Credit Union  Federal Savings Bank  Other: \_\_\_\_\_

Name of Financial Institution: \_\_\_\_\_

Routing # (Nine Digits): \_\_\_\_\_

Account #: \_\_\_\_\_

Name(s) as Shown on Financial Institution Account: \_\_\_\_\_

## Signature Authorization

Please cancel the Auto-Draft enrollment for the above referenced utility account. I understand that NBU must receive the completed Auto-Draft Cancellation form at least seven business days prior to the due date specified on the bill for the cancellation to take effect for the current utility bill. I acknowledge that I am aware the utility bill will no longer be automatically paid each month, and the customer of record will be responsible for payment by the due date specified on the bill to avoid any penalties or interruption of service. If enrolled in the Pick Your Due Date or Budget Billing program, cancelling Auto-Draft may effect the account balance and/or due date.

\_\_\_\_\_  
Account Holder's Signature for Authorization Date

\_\_\_\_\_  
Joint Account Holder's Signature for Authorization Date

Please complete the form above and return to the NBU Main Office, by mail to: NBU, Attention: Customer Service, P.O. Box 310289, New Braunfels, TX 78131. You may also email the completed form to [CustomerService@nbutexas.com](mailto:CustomerService@nbutexas.com) or fax it to 830.629.2119.

## In-Office Use

\_\_\_\_\_  
Date Removed NBU Representative