

How does the **AutoPay** plan work?

- Your monthly gas bill will be paid automatically by your bank, credit union or savings and loan on the due date shown on your bill.
- If you choose to participate, a confirmation message will be printed on the first bill you receive after you sign up. **AutoPay** will be in effect on the second bill you receive. The amount of your charges and the date of the deduction will be noted on your bill.
- Your payment will be reflected on your bank statement and in the balance of your next Virginia Natural Gas bill.
- To participate in the **AutoPay** plan, complete the application form below... and enjoy the convenience.
- Please **do not** return the application form with your bill payment.

By completing the application and signing your name below, you authorize your financial institution to make Virginia Natural Gas bill payments directly to Virginia Natural Gas and post them to your bank account.

Your Name	1001
Your Address	
DATE _____	
PAY TO THE ORDER OF _____ \$ _____	
_____ DOLLARS	
Your Bank Name	
MEMO _____	
123456789 0000987654321 1001	

Mail your completed application form to:

Virginia Natural Gas
 Location 6250
 P.O. Box 4569
 Atlanta, GA 30302-4569

** Note that some financial institutions include a routing number and ACH routing number on their customers' checks. In this instance, please provide us with the ACH routing number.*

9 Digit Routing Number Your Account Number Check Number

AutoPay Application

Customer Name: _____	Gas Bill Account Number: _____
Street Address: _____	
City: _____	State: _____ Zip: _____
Home Telephone: () _____ - _____	Work Telephone: () _____ - _____
Email Address: _____	
Banking Institution: _____	Banking Account Number: _____
	<input type="checkbox"/> Checking <input type="checkbox"/> Savings
Routing Number: _____	
Customer Signature: _____	Date: _____