



INSTRUCTIONS:

- Complete the Bank Draft Cancellation Request form below.
- Cancelling the automatic bank draft service may take up to 30 days by your Financial Institution from receipt of this request.
- For questions regarding this service, please call (361) 826-2489.

Bank Draft Cancellation Request

Customer Name (as it appears on your bill)

Account Number (on bill as xxxxxx-xxxxxx)

Service Address

Email Address

Daytime Telephone Number

Financial Information:

Type of Account:

_____ Checking

_____ Savings

Name of Financial Institution

ABA Routing Number

Name on Financial Institution Account

Financial Institution Account Number

I am electing to **discontinue** my enrollment in the automatic bank draft service.

Signature (as accepted by your Financial Institution)

Date

*To ensure the highest level of security regarding your bank information, **this form may be submitted in person or by mail.***

Deliver to:
City Hall 1st Floor
Central Cashiering
1201 Leopard St.

Mail to:
City of Corpus Christi
Central Cashiering-BDU
P.O. Box 9257
Corpus Christi, TX 78469