

## How do I set up this service?

1. Complete the attached application.
2. Make a copy of the application for your records.
3. Send your application to the following address:

Bonneville Power Administration  
Attn: Accounts Receivable, FTT-2  
P.O. Box 3621  
Portland, OR 97208-3621

After BPA has received the completed form, we will notify you in writing about the status of your application for Direct Debit Payment Plan, send a prenote (test) transaction, and schedule a start date for the first debit.

## Questions?

If you have any questions, please call Esteban Acosta, BPA Accounts Receivable (503) 230-3574.

Bonneville Power Administration  
DOE/BP-3741 • August 2009

**Bonneville Power Administration**  
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P.O. Box 3621  
Portland, OR 97208-3621

**BONNEVILLE POWER ADMINISTRATION**

## **DIRECT DEBIT PAYMENT PLAN** for Wholesale Power, Transmission and Miscellaneous Bills



## What is the Direct Debit Payment Plan?

The Direct Debit (DD) Payment Plan is an electronic payment option, which authorizes the Bonneville Power Administration (BPA) to automatically withdraw payments to BPA from a customer's bank account. This option is an alternative to wire transfers, automated clearing-house (ACH) credits, and paper checks.

## What are the benefits?

It is free. Financial institutions usually charge varying amounts for wire transfers and ACH credits. These costs can add up, especially now that many customers are receiving two separate bills from BPA. Ideally, customers enrolled in the Plan will never have a late payment!



## On what day will my bank account be debited and for how much?

Customers will continue to receive bills from BPA and there will be a sticker on the bill stating that the BPA portion of the bill will be paid via preauthorized debit and the bill is for accounting information only. For amounts owed to BPA, accounts will be debited on the payment due date for the amount due on the bill. Bills due on a weekend or holiday will be debited the next business day.

BPA F 2240.02e  
(08-09)

U.S. DEPARTMENT OF ENERGY  
BONNEVILLE POWER ADMINISTRATION

Electronic Form Approved  
by Forms Mgmt - 05/24/2009

### AUTHORIZATION AGREEMENT FOR BPA's DIRECT DEBIT PAYMENT PLAN

#### PAPERWORK REDUCTION ACT AND PRIVACY ACT STATEMENT

The following information is provided to comply with the Privacy Act of 1974 (P.L. 93-579). The information requested on the form is required under various provisions of title 15 U.S.C. 1601, 12 CFR 205 and 31 CFR 202, for the purpose of providing authority to the Department of Treasury to designate financial institutions to collect payments, by electronic means, from your account. The information will be used for identification with the records of the government agency and the financial institution to direct your payments to the point you authorize. No deduction may be made unless a signed authorization form is received. Failure to furnish this information may delay or prevent the collection of these payments through the Automated Clearing House System.

#### INDIVIDUAL/COMPANY INFORMATION

INDIVIDUAL/ORGANIZATION NAME: *(Please print/type)*

CONTACT NAME: *(Please provide if organization is applying)*

STREET ADDRESS:

CITY/STATE:

ZIP CODE:

TELEPHONE NUMBER:

AREA CODE:

E-MAIL ADDRESS:

I hereby authorize the initiation of a deduction from my account and the financial institution named below to debit such account. I understand I will be notified if the debit amount needs to be adjusted, either to be increased or decreased. I also understand that I have the right to stop automatic payment by notifying my financial institution in writing three days prior to the time my account is charged.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

#### FINANCIAL INSTITUTION INFORMATION

FINANCIAL INSTITUTION NAME:

STREET ADDRESS:

CITY/STATE:

ZIP CODE:

NINE - DIGIT ROUTING TRANSIT NUMBER: →

ACCOUNT NUMBER:

CHECKING

BUSINESS ACCOUNT

SAVINGS

PERSONAL ACCOUNT

BILLS TO BE PAID THROUGH THE DD PAYMENT PLAN:

TRANSMISSION/POWER BILLS ONLY

ALL BILL TYPES