



**City of Gainesville Public Utilities Department**  
**757 Queen City Pkwy SW**  
**Gainesville, GA 30501**  
**770-535-6878**  
**Fax 678-989-3379**



**Accounts Receivable Conversion Opt-Out Request Form**  
**For Electronic Funds Transfer**

*\* Opt Out is based on the checking account number only. It does not apply to the utility account number. A separate form must be filled out for each checking account that is requesting to opt-out of the check conversion process.*

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

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

Address: \_\_\_\_\_

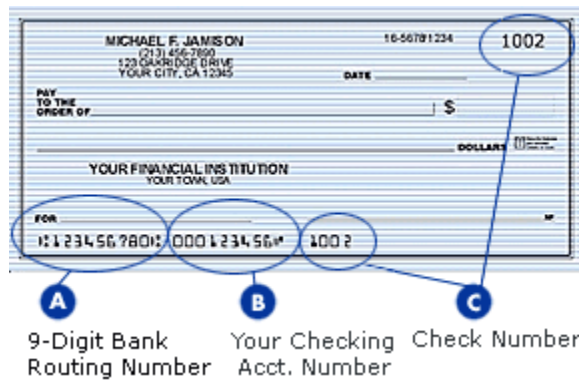
\_\_\_\_\_

Signature: \_\_\_\_\_

Bank Name: \_\_\_\_\_

A.) Routing Number: \_\_\_\_\_

B.) Checking Account Number: \_\_\_\_\_



***\* To ensure proper coding, please attach a voided check. Filling out this form prevents your check from being converted into an ACH transaction, but does not guarantee the return of the physical check. Checks may still be converted to image transactions, in accordance with the Check 21 act.***