

# Bank Draft Cancellation Form

## How to Cancel:

1. Complete the short cancellation form below and return the form by
2. Mailing to:  

Water Billing Office  
P.O. Box 1337  
Pasadena, TX 77501
3. Or fax to 713.475.2534
4. Or scan and email to [wbcsc@ci.pasadena.tx.us](mailto:wbcsc@ci.pasadena.tx.us)
5. Or delivering in person to our office located at 1211 Southmore Ave., Pasadena, TX

Want more information? Call us at **713.475.5566**

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## Cancellation Form

**Please Print**

\_\_\_\_\_  
**Your City of Pasadena Water Account #**

\_\_\_\_\_  
**Name on City of Pasadena Water Account**

\_\_\_\_\_  
**Name of your financial institution**

\_\_\_\_\_  
**Name as shown on financial institution records**

I authorize the City of Pasadena to cancel my automatic bank draft and no longer deduct funds from my checking/savings account at the financial institution listed above to pay my City of Pasadena water bill.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**