

# Automatic Deduction Request

Automatic deduction makes bill paying easy. Each billing period, you will receive your bill via regular mail or "e-Billing." Ten days after we send your invoice, it will be paid automatically from the account you specify.

To arrange automatic payment of your invoice, please:

- ▶ Login to your account or create a new account at: [https://portal.cleanscapes.com/cls\\_etower/](https://portal.cleanscapes.com/cls_etower/)
- ▶ From the dashboard on the welcome screen, select "Automatic Payment" and enter your billing information.

**-or-**

- ▶ Provide the information below and fax, mail, or scan and email the completed form to:

Mailing address: Recology CleanScapes, Inc  
 117 S Main, Suite 300  
 Seattle, WA 98104

Fax number: 206.859.6701

Email: [desmoines@recology.com](mailto:desmoines@recology.com)

Please remember to include a voided check.

Upon receipt of your request, Recology CleanScapes will send a confirmation email to the email address you provide. Requests received by the 20th of the month will be in effect on your next bill.

If you have any questions, please contact us at [desmoines@recology.com](mailto:desmoines@recology.com) or by phone at 206.762.4900.

First name \_\_\_\_\_ Last name \_\_\_\_\_

Billing address \_\_\_\_\_

Email address \_\_\_\_\_ Phone number \_\_\_\_\_

Customer account number \_\_\_\_\_

Please charge my bank account: Account # \_\_\_\_\_

Bank name \_\_\_\_\_

Bank address \_\_\_\_\_

I request and authorize my bank to accept these charges. I may revoke this authorization at any time.

Signature \_\_\_\_\_ Date \_\_\_\_\_

