

# Public Water Supply District #1 of Cole County

4346 Rainbow Drive, P.O. Box 664 Jefferson City, Mo 65102-0664  
Phone: 573-893-2848 Fax 573-893-5754 Website: <http://pwsd1cole.com>

## Water Bill Payments Made EASY!

Automatic payment is an easy and convenient way to make your water bill payments.  
By signing up for automatic payments, you will:

- Free yourself of monthly check writing
- Stop worrying about checks being lost or delayed in the mail
- Have a record of payments on your bank statement
- Save postage and cost of checks
- Make payments even when you're on vacation or out of town

To enroll in the automatic payment program, just fill out the information below.

### DIRECT PAYMENT AUTHORIZATION FORM

YES, please put my water bill payment on "Automatic."

\_\_\_\_\_  
CUSTOMER NAME

\_\_\_\_\_  
BANK NAME

\_\_\_\_\_  
PWSD #1 ACCOUNT NUMBER

\_\_\_\_\_  
ROUTING NUMBER

\_\_\_\_\_  
SERVICE ADDRESS

\_\_\_\_\_  
CHECKING ACCOUNT NUMBER

\_\_\_\_\_  
PHONE NUMBER

\_\_\_\_\_  
WORK PHONE NUMBER

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

### PLEASE ATTACH VOIDED CHECK FROM ACCOUNT TO BE DEBITED FOR YOUR WATER BILL PAYMENT.

I authorize **Public Water Supply District No 1, Cole County**, to charge my water bill payment to my bank account shown above. I understand that the funds will be withdrawn on the 5th business day of each month and that is my responsibility to ensure sufficient funds are in my account at that time. If for any reason your payment is returned to us, you will be charged a **\$15.00 processing fee, AND Public Water Supply District #1, Cole County**, may discontinue my service. Reason for return include, but not limited to, insufficient funds, closed account, stopped payment, and any other reason listed by your financial institution. The original amount of payment and service charge must be paid in **CASH**. Two consecutive returns will remove me from the ACH program for 12 months.

I understand that my total water bill payment varies each month due to actual usage, and the amount withdrawn will vary accordingly.

This authority will remain in effect until I instruct Public Water Supply District No 1, Cole County, to cancel or change it. Future authorizations **must be in writing**, and must be received by Public Water Supply District No 1, Cole County **15 days prior to the 1st day of the effective month**. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. Law.