



# MT. VIEW-EDGEWOOD WATER COMPANY

11610 – 32<sup>ND</sup> STREET EAST

EDGEWOOD, WA 98372-2099

Phone: (253) 863-7348; Fax: (253) 863-0752

[www.mtvewater.com](http://www.mtvewater.com)



## AUTHORIZATION TO SETUP AUTOMATIC PAYMENTS (AUTOWITHDRAWAL)

By signing up for automatic payments your water bill will be paid automatically from your checking account.

- **Free:** No cost to you.
- **Save Time and Money:** Save the cost of postage, checks, late fees, and time mailing envelopes.
- **Peace of Mind:** Rest assured your payment won't be late (even if you are out of town).

### How Does it Work?

You authorize Mt. View-Edgewood Water Co. to withdraw the current bill amount from your checking account on the due date stated on your billing statement. You will continue to receive a statement from Mt. View-Edgewood Water Co. every other month detailing the charges to your account. Your bank statement will serve as proof of payment.

The Automatic Payment Plan is dependable, convenient and easy. To take advantage of this service, simply complete the information requested below and return this form to us. If possible, please include a voided, blank check.

**IMPORTANT: PLEASE CONTINUE TO PAY BY CHECK, CREDIT/DEBIT CARD OR CASH UNTIL YOUR WATER BILL INDICATES PAYMENT WILL BE DEDUCTED FROM YOUR FINANCIAL INSTITUTION ACCOUNT.**

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

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

Telephone #: \_\_\_\_\_ Water Co Acct. #: \_\_\_\_\_ - \_\_\_\_\_

Financial Institution Name: \_\_\_\_\_

Routing #: \_\_\_\_\_ Financial Institution Acct #: \_\_\_\_\_

### AUTOMATIC PAYMENT AUTHORIZATION & ENROLLMENT REQUEST

I authorize the Mt. View-Edgewood Water Company to withdraw a variable sum from the account identified above for payment of the amount due on my bill each billing cycle. I further authorize the financial institution named in this request to schedule such transactions initiated by the Mt. View-Edgewood Water Company to be paid as directed. I understand I should continue to pay by check, credit/debit card or cash until my water bill indicates that payment will be deducted from my financial institution account.

I understand that if I dispute the amount billed, I must contact Mt. View-Edgewood Water Co. no later than four (4) days prior to the bill's due date to stop the scheduled payment.

If my Automatic Payment is returned by the bank for any reason, I will be charged a returned item fee and I may be removed from the Automatic Payment program.

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

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