

AUTOMATIC BANK PAYMENT

Pierce County Public Works & Utilities is now offering Automatic Bank Payment for payment of sewer utility billings. This is a program designed to provide our customers the option of paying your Pierce County Sewer Bill without having to write a check. Your bill will be electronically paid through your bank account. The County is offering this service, at no charge, as a convenience to its customers. After you complete the application below, the County will test the data with the bank. On the designated date you simply need to be sure that sufficient funds are in your bank account to cover the amount of the bill.

If you are now using the Pay by Phone feature to pay your sewer bill, you may want to take advantage of this program instead. Most banks require you to notify them 5 days in advance of the day you want your payment made. With Automatic Bank Payment your account is not debited until the due date.

To enroll in the plan, complete and return the Authorization Agreement form along with a "voided" check. Upon receipt, a validation period of up to 60 days will be required to verify your banking information. Once validated, you will be actively enrolled, provided your sewer account has no past due charges owing. **You will not receive a bill unless you check the box below or call the billing department and request a bill be sent to you.**

Once enrolled in Automatic Bank Payment your account will be billed through the most recently completed month. This will result in a billing for up to three months of service. Continue to pay your billings until you receive a bill showing a date due as "Auto Pay."

If you would like further information, please call our billing department at (253) 798-4020 between the hours of 7:30 and 4:30, Monday through Friday.

AUTHORIZATION AGREEMENT FOR PREAUTHORIZED PAYMENTS

Company Name: Pierce County Public Works & Utilities Company ID Number: 91-6001359

I (we) hereby authorize Pierce County Public Works & Utilities, hereinafter called COMPANY, to establish an electronic transfer of funds from my (our) checking/savings account to make the monthly payments on recurring sewer charges. I understand that the amount of the draft may change when charges on my account change due to increases or decreases in sewer rates, taxes and surcharges, return checks, possible penalty and/or interest charges as required.

Funds will be drafted from my (our) checking/savings account on the due date (normally the 20th of the month). When the due date falls on a weekend or holiday, the draft will occur on the first banking day after the weekend or holiday. If funds are not available, the draft will be treated as a returned check. A return fee will be charged and I (we) will be responsible for making the payment that month by check or certified funds, along with any applicable late charges.

This authorization will remain in effect until Pierce County Public Works & Utilities receives my/our written direction to cancel or change the authorization (up to 2 weeks needed for processing), or until Pierce County Public Works & Utilities notifies me that it has been canceled.

Sewer Account Number: _____ Property Address: _____

YES I would like to receive a monthly copy of my bill.

Customer Name(s): _____ (Print) _____ (Signature) _____ (Date)
IF JOINT CHECKING/SAVINGS ACCOUNT BOTH SIGNATURES ARE REQUIRED

(Print) (Signature) (Date)

Daytime Telephone Number: () _____

Account type to be debited (Check One): CHECKING SAVINGS

ACCOUNT NUMBER: _____

Bank Name: _____ Bank Address: _____

BANK ROUTING NUMBER: _____

Please attach a "VOIDED" check with this form. Continue to make payments until notified of first draft date. Processing may take up to 60 days.

(SAMPLE) Mail this signed form and "VOIDED" check to:

**Pierce County Public Works & Utilities
Attn: Sewer Billing Department
9850 64TH St. W.
University Place, WA 98467-1078**

John Doe 123 4 th Ave E Tacoma, WA 98399	Date _____	101
Pay to _____ \$ _____		
/ 021909478 / 792000472763 □ 101		

(ATTACH VOIDED CHECK HERE)

↑ Bank Routing Number ↑ Account Number