



P. O. Box 909  
3388 FM 982  
Princeton, Texas 75407  
(972) 736-2592

# Culleoka Water Supply Corp.

Dear Customer:

Thank you for your inquiry regarding our automated bank draft option. Bank drafts are a convenient way for customers to pay their monthly water bill but still maintain control over their accounts. Here's how it works.

1. You must give us written permission to draft your account by completing the attached authorization form and furnishing the required documents.
2. You will continue to receive your normal monthly water bill.
3. Your account will be automatically drafted on approximately the 15<sup>th</sup> of each month for the amount due.
4. You may temporarily suspend or permanently cancel the automated draft at any time by notifying the office before the 10<sup>th</sup> of the month.

The benefits are many:

1. No forgetting to pay the water bill – it will be paid automatically.
2. No late charges – the bill will be paid on time.
3. No check writing – your account will be automatically drafted each month.
4. No postage cost – you no longer have to mail your payment.
5. No loss of control – you will continue to receive your normal monthly bill and can cancel the automatic draft at any time.
6. No hassle – it's automatic!

We do charge a \$35 Non-sufficient Fund fee on Checks or ACH payments that return. You have ten days from the date of the NSF notice to pay the full balance amount. If not paid by the end of the 10 days your utility service will be disconnected on the 25<sup>th</sup>. A \$50 disconnect fee plus a \$25 (\$50 if after hours) reconnect fee must be paid in addition to the balance to have service restored. After two instances of NSF within a year period, CWSC will discontinue the auto draft service indefinitely and check payments will no longer be accepted by the organization.

Return the forms before the 10th of the current month and the draft will be effective to draft on the 15th.

If you have any further questions, please let us know. We want to help.

In accordance with Federal law and the U. S. Department of Agriculture's policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability (No all prohibited bases apply to all programs.)

To file a complaint of discrimination, write to: USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14<sup>th</sup> and Independence Avenue, SW., Washington, DC 20250-9410 or call 202-720-5964 (Voice and TDD). USDA is an equal opportunity provider and employer.



LOCATION NO. \_\_\_\_\_

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# Culleoka Water Supply Corp

## BANK DRAFT AUTHORIZATION

I (we) authorize Culleoka Water Supply Corporation to initiate automated debit entries for water utility services to my (our) checking account at the bank or other depository as indicated below.

DEPOSITORY NAME (Name of Bank): \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

BANK'S ROUTING NUMBER: \_\_\_\_\_

CUSTOMER'S BANK ACCOUNT NUMBER: \_\_\_\_\_

CUSTOMER'S EMAIL ADDRESS: \_\_\_\_\_

CUSTOMER'S PHONE # \_\_\_\_\_

This authorization is to remain in effect until Culleoka Water Supply Corporation has received written notification from me (or either of us) of its termination in such time and in such manner as to afford Culleoka Water Supply Corporation a reasonable opportunity to act on it.

Please indicate whether or not you want Culleoka Water Supply Corp to draft your account \$1.00 per month as a Emergency Relief Fund donation. \_\_\_\_\_ Yes \_\_\_\_\_ No

By signing this authorization, I acknowledge that I have received and understand the Bank Draft Policies described in the Bank Draft Information Letter.

## AUTHORIZATION:

NAME(S): \_\_\_\_\_

Please print name(s)

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

LOCATION ADDRESS: \_\_\_\_\_ ACCOUNT NO. \_\_\_\_\_