



**AUTOMATIC PAYMENTS (ACH DEBITS)**

**How the service works:**

You will receive your monthly utility bill in the mail on your normal billing date. To the left of the amount due the bill will state "ACCOUNT WILL BE DRAFTED ON THE 10<sup>TH</sup>, DO NOT PAY." Your bank will then deduct the billed amount on the 10<sup>th</sup> of the month (the next business day if it falls on a Holiday or weekend).

**What are the advantages?**

No monthly check to write    Saves on Postage    Never a late charge    Fast and Easy

**Is there a fee for this service?**

There is no service charge for automatic payments and it may be discontinued at any time by simply notifying Seis Lagos Utility District in writing.

**How to enroll:**

Complete the "Authorization Agreement for Automatic Payments (ACH Debits) form below. To find the Routing Number, look at your check or contact your bank or other financial institution. This number should have nine digits. Please attach a voided check from the account to be drafted. Mail or bring in the completed authorization form and voided check to Seis Lagos Utility District, 220 Seis Lagos Trail, Wylie, TX 75098. For additional information, call Seis Lagos Utility District office at 972-442-6875.

**AUTHORIZATION AGREEMENT FOR AUTOMATIC PAYMENTS (ACH DEBITS)**

I (we) hereby authorize Seis Lagos Utility District, hereinafter called the DISTRICT, to initiate debit entries to my (our) Checking Account indicated below at the depositor financial institution named below, hereafter called BANK, and if necessary, initiate adjustments for any transactions debited in error I (we) acknowledge that the original of ACH transactions to my (our) account must comply with the provisions of U.S. law.

\_\_\_\_\_  
Name of Bank or other financial institution

\_\_\_\_\_  
Bank Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Routing Number

\_\_\_\_\_  
Account Number

This authorization is to remain in full force and effect until DISTRICT has received written notification from me (or either of us) of its termination in such time and in such manner to afford DISTRICT and BANK a reasonable opportunity to act on it.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Block/Lot #

\_\_\_\_\_  
Printed name as it appears on DISTRICT ACCOUNT

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

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Work/Cell Phone

**Return this authorization and voided check to:**

**Seis Lagos Utility District  
220 Seis Lagos Trail  
Wylie, TX 75098**