

Instructions: Complete the enclosed Authorized Agreement for Automatic Debit Payment

ACH Automatic Payment Program

Ken Caryl Ranch Water and Sanitation District is happy to announce the availability of an ACH (Automatic Clearing House) automatic payment program. This program will allow water and/or sewer charges to be directly deducted from your checking or savings account.

After enrollment in the program, your account will be debited each billing cycle between the 18th and 26th day of the month, i.e. the June 1st bill would be drafted from your account on June 21st. You will still receive a bill, with a notation that payment will come directly from your account.

You can terminate your participation in the program by notifying the District in writing by the 14th day of the billing month. Notification received after the 14th will go into effect the next billing.

If the District terminates your participation or you terminate the withdrawal voluntarily you must wait 12 months to enter the program again.

If you have two insufficient fund payments within a twelve-month period, you will be removed from the program. A service charge of \$25.00 will be assessed for each returned item.

Checking Account Withdrawal:

Include a voided check (a deposit slip cannot be used)

Mail the agreement and voided check to:

Ken Caryl Ranch Water and Sanitation District
10698 W. Centennial Rd..
Littleton, CO. 80127

PAY TO THE ORDER OF

DOLLARS

FOR

123456789 0123456789 1234

The first set of numbers on the lower left hand corner of the check is the routing number; the second set is the account number.

If you have any questions about the program, please call the District office at 303-979-7424.

AUTHORIZED AGREEMENT FOR AUTOMATIC DEBIT PAYMENTS

I hereby authorize and request Ken Caryl Ranch Water and Sanitation District to debit my (our) checking or savings account at the banking institution listed below for payment of water charges. I hereby authorize and request the banking institution to accept debit entries initiated by Ken Caryl Ranch Water and Sanitation

District and to debit the same to my account without liability for correctness of the entries.

It is understood and agreed that I may withdraw from participation at any time by notifying the District in writing by the 14th day of the month I was billed. If I withdraw after the 14th day of the month, my participation will not be terminated until the next billing cycle.

Ken Caryl Ranch Water and Sanitation District Account Number: _____

Print Name: _____

Service Address: _____

City: _____

State: _____ Zip Code: _____

Phone: _____

Signature: _____

Date: _____