

# El Toro Water District Automatic Payment

Simplify your daily life by having your water/sewer bill paid automatically each month. Go ahead - travel on business or go on a vacation, knowing your payment is made.

- **Value.** Sign up for ETWD Automatic Payment for **free**, plus save on checks, stamps, and late fees.
- **Reliability.** Your payment will never be lost in the mail.
- **Greater financial control.** You'll establish or maintain a good credit rating by paying your bill on time, every time.

## How do I sign up for Automatic Payment?

- Simply complete the form below, sign it and return it to El Toro Water District (ETWD) with a blank voided check (deposit slips and photocopies are NOT acceptable).
- Please pay your current bill in full with a separate check. Automatic payment won't be effective until your next billing cycle at the earliest. If your account does not have a zero balance, your first automatic payment will be for the entire amount owed.
- ETWD will notify you by mail when Automatic Payment has been activated. Generally, this takes approximately 30 days.

## Can I select the date on which the bill is paid?

No. Your ETWD billing cycle will remain the same. Your bank account will be debited on the due date shown on your bill.

## Will I still receive an ETWD bill in the mail?

Yes.

## What if I don't agree with the amount charged on my bill?

If for any reason you dispute your billing, you may contact ETWD prior to the bill's due date to resolve it before payment is withdrawn.

## Can I have Automatic Payments withdrawn from a savings account?

No. Only checking accounts qualify for Automatic payment.

## Can I pay multiple ETWD accounts through this program?

Yes. As long as you want each ETWD bill to be paid from the same bank account, you can sign up multiple accounts under the Automatic Payment program.

## What if a payment is rejected?

Payments may be rejected by a financial institution for insufficient funds, closed accounts or other reasons. If your payment is rejected for any reason, ETWD reserves the right to charge a \$20 processing fee on your next bill. ETWD also reserves the right to discontinue your participation in the Automatic Payment program if your payment is rejected more than once in a twelve-month period. Your financial institution may also charge fees for rejected payments.

## How do I discontinue participation in the program?

Simply call ETWD at (949) 837-7050 and notify us that you would like to terminate automatic Payment. Termination will become effective within ten business days after receiving your notification.

## Sign me up for El Toro Water District's Automatic Payment Program!

Name (Please print name as it appears on water bill)

Service Address

City

State

Zip

Home phone including area code

ETWD Service ID Number (found on the Top-Right corner of your water bill)

*I authorize El Toro Water District (ETWD) and my financial institution to automatically deduct from the checking account submitted all future payments for my water/sewer bills. I understand that both ETWD and my financial institution reserve the right to terminate this authorization and my participation therein. If I choose to terminate this authorization, I will immediately notify El Toro Water District.*

Signature

Date

*Signature is mandatory and must match name on voided check.*