



## EFT – ELECTRONIC FUNDS TRANSFER – AUTOMATIC CHECK DRAFT

Now, you can have your Pantego Water Utilities paid by Electronic Funds Transfer (EFT).

### EFT will help you in several ways:

- Saves you from writing a check each month
- Saves you the possibility of being late & having to pay a penalty & other extra fees
- Eliminates the possibility of lost payment in the mail
- Your water bill is paid, even if you are on vacation, sick, or away on business

### Here's how EFT works:

- You will still receive a copy of your Pantego Water Utilities Statement
- We will notify your bank of the amount due on your water bill
- Your bank will draft your account & transfer that amount to us
- The amount drafted on your account will appear on your bank statement

We believe you will like the added convenience of having your water bill payment automatically deducted from your bank account using Electronic Funds Transfer – Automatic Check Draft.

EFT is safe, convenient & easy. To take advantage of this service, please complete the authorization form below & return it to Pantego Water Utilities.

The authorization form below gives Pantego Water Utilities & your financial institution the authority to draft your water bill from your account. Simply complete the form to take advantage of EFT.

1. Mark the account type to indicate whether your bill should be drafted from your checking or savings account.
2. Fill in your name, the name & location of your financial institution, & the date.
3. Attach a **VOIDED** check or Xerox copy of a blank check for verification of all financial institution information.
4. Be sure to sign the form.

### Customer's Authorization

I authorize Pantego Water Utilities & the financial institution listed below to initiate electronic debit entries and, if necessary, credit entries & adjustments for any debit entries which were incompletely billed by my water company or for any credit entries otherwise in error to my account.

Checking Account     Savings Account    Taken from account on the **8<sup>th</sup>** of each month.

This authority will remain in effect until I cancel it in writing & until the Town actually receives such notice. I agree that the Town shall be fully protected in honoring any such entry.

I further agree that if any such entry is dishonored, whether with or without cause & whether intentionally or inadvertently, the Town shall be under no liability whatsoever even though such dishonor results in the termination of my water service.

➤ Please staple voided check here.                      Pantego Water Account No.: \_\_\_\_\_

\_\_\_\_\_  
FINANCIAL INSTITUTION

\_\_\_\_\_  
DATE

\_\_\_\_\_  
BRANCH

\_\_\_\_\_  
CITY, STATE

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
SIGNATURE

□ □ □ □ □ □ □ □ □ □

TRANSIT / ROUTING (ABA) NUMBER

□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □

ACCOUNT NUMBER AT FINANCIAL INSTITUTION