



## Direct Payment (Application)

Suburban Water Systems is delighted to have you as a customer and is pleased to provide you with clean and reliable water service. When paying your water bill, take advantage of **Direct Payment** - a *FREE* service that automatically pays your bill directly out of your checking account.

- It saves time and money (no more writing checks and buying stamps).
- Your water bill will always be paid on time (no worries about late payments).
- It improves credit (no late payments and you'll build an on-time payment history).
- It provides more security (no lost checks; your payments are made electronically).

### It's Easy to Get Started

- Simply fill out this form and enclose a voided check.\*
- Then, continue to pay your bill as usual until your Suburban water bill indicates that Direct Payment has taken effect. (It takes 4-6 weeks for your enrollment to be processed.)
- Once Direct Payment is activated, proof of payment will appear monthly on both your bank statement and your Suburban water bill.
- You'll still receive your regular Suburban bills, but now they will be paid automatically out of the account you designated. Your bill will state "Direct Payment - Do Not Pay" and show the date the money will be withdrawn from your account.

### Information about You (All fields are required. Print clearly in ink.)

**First Name / Company Name:** \_\_\_\_\_

**Last Name:** \_\_\_\_\_

**Service Address** (do not list P.O. Box):

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

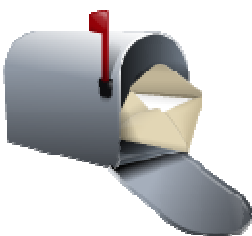
Email Address: \_\_\_\_\_

**Daytime Telephone Number** (if we have questions about your form) ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

**Suburban Account Number:** \_\_\_\_\_

I authorize Suburban Water Systems to instruct my bank/savings and loan/credit union to deduct my payments from the checking account listed on the enclosed voided check. I understand that I control my payments, and if at any time I decide to discontinue this payment service, I will notify Suburban Water Systems in writing. Suburban (or my financial institution) reserves the right to stop participating in this service.

**Sign Here:** X \_\_\_\_\_ **Date:** \_\_\_\_\_



Send this application and **a blank check marked "VOID"\*** (do not enclose payment) to:

Suburban Water Systems  
Payment Center  
P.O. Box 6105  
Covina, CA 91722-5105

**\* We cannot process your application without a voided check.**