



Auto Draft Payment

Dear Customer

Sign up for our Auto Draft and your monthly water bill payment will be deducted electronically from your checking or savings account. There is no charge for this payment option.

- Complete the Application for Auto Draft
- Attach a check from your bank account marked VOID or a printed deposit slip
- Return the completed application and the VOID check to our office:
By Mail: PWSD 1, P.O. Box 646, Arnold, MO 63010
By email: customerservice@pwsd1jeffco.org
- Continue paying your water bill in the manner you have done in the past **UNTIL you receive your first water bill with the wording, Auto Draft, printed on the bill. Once you receive this bill, your Auto Draft will be in effect.**
- Your bank account will be drafted each month on the bill due date
- To discontinue payment by the Auto Draft, you must notify the District in writing 30 days in advance of the cancellation date.

Insufficient Funds Policy

If a payment is returned, the customer will be sent notification at the billing address stating: Amount of the bill and a service charge that must be paid by cash, money order, or credit card no later than ten days from the date of the letter. If account was already delinquent or payment is not received by the date specified in the letter, water service will be terminated in accordance with the District's policy for termination of service. All fees for termination and reconnection of water service will also be charged and must be paid by cash, money order or credit card prior to turning on water.

If you have any questions, please contact our office.

Thank you.

Application Attached

**Public Water Supply District No. 1 of Jefferson County, Missouri
Application For Auto Draft Payment**

With this convenient payment option, your water bill payment is transferred electronically from your bank to ours. There is no charge to our customers for this service and you will continue to receive a monthly water bill for your records.

Please Print

PWSD No. 1 Account Number

Name (as it appears on the account)

Service Location Arnold MO 63010
City State Zip

Billing Address (if different) _____
City State Zip

Email Address

Home Phone Number _____
Preferred method of contact (circle one): Email Voice SMS

To participate in the Auto Draft, I _____ (Bank Account Holder) authorize Public Water Supply District No. 1 of Jefferson County, Missouri, to electronically draft my financial institution _____ (Bank Name) for water bill payments in advance of the due date from the following bank account:

Please complete one: Checking Account # _____
 Savings Account # _____

Attach a blank check marked VOID / printed deposit slip from the account that will be used for your Auto Draft. We cannot process your application without this completed form and the void check/deposit slip.

All terms and conditions in the Security Deposit Contract/Application for Water Service previously signed by the customer remain in effect. To discontinue payment by Auto Draft transfer, you must notify the District in writing 30 days in advance of the cancellation date.

Bank Account Holder's Signature _____
Date

Bank Account Holder's Signature _____
Date

Continue paying your water bill in the manner you have done in the past UNTIL you receive your first water bill with the wording, Auto Draft, printed on the bill. Once you receive this bill, your Auto Draft Payment will be in effect.

**Return the completed application and your void check to
By Mail: PWSD 1, P.O. Box 646, Arnold, MO 63010
Phone 636 296-0059
By email: customerservice@pwsd1jeffco.org**