



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 / deposit slip 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 customer's payment is returned, the customer will be mailed a letter 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 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

