



201 Vallecitos de Oro, San Marcos, CA 92069 • P 760 744-0460 • F 760 744-1205

DIRECT PAYMENT PROGRAM – ACH MONTHLY AUTHORIZATION FORM

To authorize Vallecitos Water District to make monthly ACH debits from your *financial institution account*, please review, sign, and return completed form to Customer Service. **A voided check or a savings account deposit slip must be included with form for verification and security purposes.**

Please check one: **New** **Update** **Cancel**

FINANCIAL INSTITUTION’S NAME: _____

FIN. INSTITUTION’S ROUTING#: _____ ACCT #: _____

Please check one: **Checking** **Savings**

NAME: _____ VWD ACCT #: _____

PHONE #: _____ EMAIL: _____

SIGNATURE: _____ **DATE:** _____

Internal Use Only: Date Received _____ Date Processed _____

✂ _____ ✂

By enrolling in the Direct Payment Program, you give Vallecitos Water District approval to debit your *financial account*, the total amount due as indicated on your VWD monthly bill. You will continue to receive your monthly water bill either mailed or emailed based on your selected preference. The funds will be debited from your account electronically 20-30 days after the billing date.

Written cancellation of this agreement must be submitted to VWD within 15 business days before the next scheduled debit.

If the transaction is returned for **Non-Sufficient Funds (NSF)**, an **NSF fee** is added to the balance owed. The total due must be paid either in cash, with a cashiers’ check, or a money order. After two NSF’s this contract is Void.

Both parties agree to be bound by *NACHA Operating Rules* as they pertain to this transaction. Account holder, acknowledges that the origination of ACH transactions to the account must comply with the provisions of U.S. law. **Federal Statue prohibits removal of funds from an account not approved by the account holder.**

Vallecitos Water District is fully committed to serving you. Please visit in person, call (760) 744-0460, or email VWDCustService@vwd.org, to have your water and sewer questions addressed.