

# Introducing **DIRECT PAY**

*The convenient, easy way to pay your monthly water bill.*



## What is **DIRECT PAY**?

With our **DIRECT PAY** service, payment of your water bill is automatic - so you save time, effort and postage. Plus, modern electronic banking makes **DIRECT PAY** accurate and reliable.

### **DIRECT PAY** Benefits For You-

- Convenient and Easy
- Time Saving
- Accurate and Reliable



## How does **DIRECT PAY** work?

As in the past, you will continue to receive your water bill *before* your automatic payment is made. You'll know *in advance* how much your water bill will be and how much the financial institution will automatically pay from your checking or savings account. This amount will be deducted on the due date of your bill.

The payment will be shown on the account statement you receive from your financial institution each month.



## How do I sign up?

It's easy to sign up for **DIRECT PAY**! Just complete the authorization form below and mail or bring it to our office. Also, please include a voided check from your financial institution.

Don't delay! Sign up to enjoy the benefits of **DIRECT PAY** Today!

# **DIRECT PAY Authorization Form**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Your Water Works Account Number \_\_\_\_\_

Name of Financial Institution \_\_\_\_\_

Financial Institution Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Checking or Savings Account Number \_\_\_\_\_

Signature \_\_\_\_\_

Effective date: \_\_\_\_\_

I authorize **OTTUMWA WATER & HYDRO** and the financial institution named here to initiate variable entries to my checking/savings account. This authority will remain in effect until I notify **OTTUMWA WATER & HYDRO** or the financial institution in writing to cancel it in such time as to afford the financial institution a reasonable opportunity to act.

Also, I agree that I remain obligated to pay for utility services in the event that a charge to my account is dishonored, for whatever reason, and that the **OTTUMWA WATER & HYDRO** retains its normal collection rights.

**COMPLETE THIS FORM AND RETURN IT TO THE  
WATER WORKS WITH A VOIDED CHECK.**



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