

Koontz Lake Regional Sewer District

Recurring ACH Payment Authorization Form & PDF E-Bill Enrollment

Sign and complete this form to authorize Koontz Lake Regional Sewer District to make recurring debits to your checking or savings account for your monthly sewer bill. By signing this form you give us permission to debit your account for the amount indicated on the due date each month or the preceding business day if the due date falls on a weekend. No convenience fees will be charged to process this transaction. By including your e-mail address you will automatically be enrolled in our PDF eBill service to receive your monthly bill electronically via e-mail. You may return this form to us by U.S. Mail or you may send it to us by e-mail at: koontzlake@awtbillingservices.com.

Please complete the information below:

First Name:	Last Name:
Service Address:	
Account Number:	
Phone:	
Email:	

Account Type: <input type="checkbox"/> Checking <input type="checkbox"/> Savings	
Name on Acct _____	
Bank Name _____	
Account Number _____	
Bank Routing # _____	
Bank City/State _____	



The graphic shows a routing number '222222222' circled in purple and an account number '000 111 555 1027' circled in orange. Labels 'Routing Number' and 'Account Number' are positioned above the respective numbers.

I authorize Koontz Lake Regional Sewer District to debit my account \$ _____ each billing for payment of my sewer bill on the due date each month or the previous business day if the due date falls on a weekend or holiday.

SIGNATURE _____

DATE _____

I understand that because this is an electronic transaction, these funds may be withdrawn from my account as soon as the above noted transaction date. In the case of the payment being rejected for Non-Sufficient Funds (NSF) I understand that Koontz Lake Regional Sewer District may at its discretion attempt to process the charge again within 30 days, and I agree to an additional \$25.00 charge for each attempt returned NSF, which will be initiated as a separate transaction from the authorized payment. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I will not dispute Koontz Lake Regional Sewer District's billing with my bank so long as the transaction corresponds to the terms indicated in this agreement. This agreement will remain in place until canceled by the account holder. Any changes to this agreement must be made in writing to Koontz Lake Regional Sewer District via US Mail or e-mail.

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