

Sign Up Form for FREE Automatic Draft Program



WATTS BAR UTILITY DISTRICT

Customer Number: _____

Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Phone: (_____) _____

Voided Check Enclosed? Yes ☐

Watts Bar Utility District must receive this form and voided check at least 20 days prior to your next bill date in order to draft your upcoming water bill. Send this form with your current monthly payment, to be assured next month's bill will be drafted.

Office Use Only

Location No: _____

Date Received: _____

Date of First Draft: _____

New Bank Draft: ☐

New Bank Info: ☐

Pre-Authorization Form

I (we) hereby authorize Watts Bar Utility District and Automated Payment Systems, Inc. acting on behalf of Watts Bar Utility District to initiate debit entries to such account by funds transfer for payment of my monthly water bill.

This authority is to remain in full effect until I notify Watts Bar Utility District that I wish to end this agreement and Watts Bar Utility District has had reasonable time to act on it; or until Watts Bar Utility District has sent me 10 days written notice that they will end this agreement.

I understand that Watts Bar Utility District will continue to send me a bill and that there will be a minimum of 5 days after that date of billing to notify Watts Bar Utility District of any error on the bill.

I further understand that in the event my account has insufficient funds to cover the monthly payment amount drafted, or my monthly draft rejects due to account closed status, bank ownership changes or account changes, a fee will be charged by WBUD and will be the maximum that the state allows. It is my duty to notify Watts Bar Utility District 20 Days prior to a scheduled debit of any changes made to my designated depository account; including but not limited to closed status, bank ownership changes and account changes.

I attest I am an authorized owner of the Depository Account listed below, and am exercising my powers as such.

Authorized Signature

Date

Depository Account to be Drafted

Please Attach A Voided Check

Automatic Draft Program

A Convenient Way to Pay Your Water Bill

Watts Bar Utility District is pleased to offer a convenient automatic draft program to our customers. Your monthly payment is automatically paid by your bank account every month.

How the Program Works

- **Absolutely Free** - There is no cost to sign up for the program, and it will save you the cost of postage stamps and a trip to the post office.
- **Your Payment is Made on Time** - The automatic draft program will provide you with the assurance your monthly payment is made on time. You don't have to wonder, "Did I pay my bill this month?"
- **Convenience in Making your Payment** - You do not have to take the time to make out a check and mail the payment each month.
- **Easy Reconciliation** - You will receive a bill each month as you always have. On the 15th of each month, or the next business day, your bank account is deducted for that amount. The draft will be shown on your monthly bank statement.
- **Simple Enrollment** - Simply sign the attached form and include a voided check of the account to be drafted. Customer's WBUD balance must be zero prior to beginning the automatic draft program.

How You Enroll

No More Remembering if You Paid

- ◆ Complete and Sign the attached form.
- ◆ Enclose a Voided Check of the Bank Account to be drafted.
- ◆ Mail the form and voided check to Watts Bar Utility District. WBUD must receive these at least 20 days prior to your next bill date to be drafted.
- ◆ Your next billing notice will reflect the automatic draft amount your bank will automatically pay.
- ◆ If you have a problem with your bill, simply notify WBUD within the 5-day grace period and have that month's draft suspended. You may then pay your bill the same way you always have.

Watts Bar Utility District
P. O. Box 910
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865-270-8070
(800) 882-5099
www.wbud.org

"This institution is an equal opportunity provider and employer."