

ELECTRONIC FUNDS TRANSFER PROGRAM AUTHORIZATION AGREEMENT

SIGN UP FOR FAIR OAKS WATER DISTRICT'S ELECTRONIC FUNDS TRANSFER SERVICE

Fair Oaks Water District's water bill payments can be made from your checking or savings account. The service is free of charge, easy to use and a convenient way to pay your water bill, allowing you to:

- Get rid of the check writing chore;
- Make payments on time, even when you are away from home; and,
- Save postage, the cost of checks and envelopes.

TO SIGN UP...

1. Complete and sign this application form.
2. Attach a voided check from your checking account or savings account. This is needed for the account number and the American Banker Association (ABA) routing number from your financial institution.
3. Mail completed and signed application with a voided check to:

Fair Oaks Water District
 PO Box 640
 Fair Oaks, CA 95628

Please note: Application must be received two weeks prior to your next billing cycle. It may take up to one billing cycle to enroll you in the EFT program.

Last Name _____ First Name _____ Middle Initial _____ Customer Account Number _____

Service Address _____ Apartment Number _____ City _____ State _____ Zip _____

Mailing Address _____ Apartment Number _____ City _____ State _____ Zip _____

Daytime Phone (with area code) _____ Evening Phone (with area code) _____

Name of financial institution _____ Financial institution branch office _____

OR

Checking account number _____ Savings account number _____

ABA/Routing number _____ Yes _____ No _____

Would you like your water bill mailed to you? (circle choice)

Your name as shown on financial institution records _____ Your signature as shown on financial institution records _____

I hereby authorize Fair Oaks Water District to automatically draft funds from my account at the above indicated financial institution 7 days after the due date shown on my water bill. I understand that I may stop electronic funds transfer services by notifying Fair Oaks Water District and my financial institution in writing, two weeks prior to my next billing cycle. If necessary, my financial institution may also discontinue my participation. I further understand that if two payments are returned because of insufficient funds within a twelve-month period my participation in the electronic funds transfer program may be automatically cancelled. Additionally, payments returned due to insufficient funds are subject to return check fees and late payment penalties.

By authorizing Fair Oaks Water District to deduct funds from my account, I acknowledge that payment of my water bill remains my sole responsibility. I agree and understand that Fair Oaks Water District cannot be responsible for any failures of my financial institution to transfer funds, failure of mine to maintain sufficient funds in the paying account, or for any failures of transfer due to problems arising from problems in the electronic funds transfer system.

It is Fair Oaks Water District's policy to protect the integrity of its customer's financial information and records at all times. By signing below and authorizing the deduction of funds from my account, however, I agree and understand that Fair Oaks Water District has no control over the electronic funds transfer process and, therefore, cannot guarantee the security of my financial information.

Your signature _____ Date _____

Office use only

Received date _____ Processed date _____ CSR _____