

AUTHORIZATION AGREEMENT

I hereby authorize Shannon Hills Water herein after called "COMPANY"; to electronically debit my account indicated below and the financial institution named below, hereinafter called "FINANCIAL INSTITUTION", to debit the same to such account. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. Law.

PRIMARY ACCOUNT:

(Financial Institution Name)

(Bank Address)

(City, State)

(Zip Code)

(Routing Number)

(Account Number)

Type of Account: _____ Checking _____ Savings

Date or frequency of debit(s): 10th of every month

Amount to withdrawal: Amount Due

This authority is to remain in full force and effect until COMPANY has received written notification from me of its termination in such time and manner as to afford COMPANY and FINANCIAL INSTITUTION a reasonable opportunity to act on it.

(Print Name)

(Water Account Number)

(Signature)

(Date)

PLEASE ATTACH COPY OF VOIDED CHECK TO THIS FORM. YOU MAY ALSO GET A PRINTOUT FROM YOUR BANK IF YOU DO NOT HAVE CHECKS.

SHANNON HILLS WATER BANK DRAFT POLICY

Shannon Hills Water Department has an Automatic Bank Draft Option for our customers as a convenient way of paying your water bill each month automatically. Bank drafts will be made on the 10th of every month. When the 10th falls on a Holiday the draft will be taken out the next business day.

If your draft is returned the following will happen:

1. Your return will be considered a returned check and you will be charged a \$30.00 return fee since we get charged that by the bank.
2. You will receive an orange door hanger giving you (7) days to come pay your returned draft. You CANNOT pay this with Cash, Check, Debit or Credit. **THIS MUST BE PAID WITH MONEY ORDER ONLY.**
3. If the customer has not paid the overdraft amount and fee then your water services will be disconnected and an additional \$25.00 will be charged for a disconnect fee.
4. If there are two (2) returned drafts within a 12 month period, you will not be eligible for this bank draft option for a minimum of one (1) year.

Shannon Hills Water Department is excited to be able to offer our customers this option for paying your water bills.

By signing below, you agree to the rules listed above.

(Name)

(Date)