

NORTH BECKLEY PUBLIC SERVICE DISTRICT
122 Clear Water Ln
Beckley, WV 25801 – 3159
(304) 253-2191

Dear Customer:

Thank you for your interest in our **Automatic Payment Program**.

Under this convenient program, you authorize your financial institution to pay your bill. We will continue to mail you a copy of your bill in advance so that you will know what is to be deducted from your bank account. Seeing your bill in advance will provide you an opportunity to review your statement prior to the funds transfer taking place. This process is secure and we don't have access to your bank account. **The amount due on your bill is simply transferred electronically from your bank to ours on the 15th of every month.**

Simply complete the attached application and return to us along with a *voided check* from your checking account. The automatic funds transfer will normally begin within forty-five (45) days after receipt of your application information. Please mail the completed application and *voided check* to:

North Beckley PSD
122 Clear Water Ln
Beckley, WV 25801-3159

If you decide to discontinue this automatic payment service, simply notify North Beckley PSD in writing.

AUTOMATIC PAYMENT SERVICE APPLICATION AUTHORIZATION

Name *(please print as shown on bill)*

Address _____ City _____ State _____ Zip _____

North Beckley PSD Account Number _____

Day Time Telephone Number _____

To participate in the North Beckley PSD's Automatic Payment Service,

I _____ *(account holder's name)*
authorize the North Beckley PSD to instruct my financial institution

_____ *(bank, savings & loan or credit union)* to deduct wastewater bill payments from the following account, as they are due:

Checking (Routing # _____)

(Account # _____)

Address & Phone Number of Financial Institution *(Please provide voided check)*

I understand that I am in full control of the Automatic Payment Service. If at any time I decide to discontinue it, I will notify the North Beckley PSD in writing. I understand this information will be used solely for the **Automatic Payment Service**.

Signature

Date