

# SERRANO WATER DISTRICT AUTO PAY

SUBMIT COMPLETED FORM TO:

SERRANO WATER DISTRICT  
18021 LINCOLN ST  
VILLA PARK, CA 92861

I WANT TO SIGN UP FOR AUTO PAY FROM MY:

Checking Account      Savings Account

INCLUDE:

1. Voided check if checking selected or savings deposit slip if savings selected.
2. Completed and signed application.

I hereby authorize SWD and the indicated financial institution to charge my account for payment of my monthly water bill, and to initiate, if necessary, credit entries and adjustments for any debit entries made in error. I understand that both the financial institution and SWD reserve the right to terminate this payment plan and/or my participation in the place at any, and/or impose applicable fees for rejected payments. I understand I may discontinue my participation in the plan in writing to the company at any time.		NAME (as it appears on your water bill)	
		SERVICE ADDRESS	
NAME ON BANK ACCOUNT		ACCOUNT NUMBER	DAY PHONE
		MAILING ADDRESS (only if different from service address)	
SIGNATURE		NAME AND ADDRESS OF FINANCIAL INSTITUTION	
		DATE	BANK ROUTING NUMBER

## INSTRUCTIONS FOR COMPLETING AUTO PAY APPLICATION AND AUTHORIZATION

- Print and complete the above application. (If you do not have a printer, call the Serrano Water District office to have an application mailed to you.)
- Sign and date the completed application.
- Attach an original voided check or savings account deposit slip for the account from which funds are to be deducted.
- Mail the signed application and attachment to:

SERRANO WATER DISTRICT  
18021 LINCOLN ST  
VILLA PARK, CA 92861

**NAME:** The name that appears on your monthly SWD statement.

**BANK ROUTING NUMBER:** The 9-digit number on the bottom left corner of your check, usually between the |: symbols.

**SERVICE ADDRESS:** The address at which water service is provided.



**ACCOUNT NUMBER:** Account number provided by SWD.

**BANK ACCOUNT NUMBER:** The account number for your checking/savings account, usually located on the bottom right of your check.

**MAILING ADDRESS:** The address to which your water statement is mailed.

**NAME ON BANK ACCOUNT:** The name shown on your bank account.

**FINANCIAL INSTITUTION:** Name and address of financial institution at which your checking/savings account is located.

**SIGNATURE:** Signature of person authorized to make withdrawals from your bank account.