

ALTERNATE PAYMENT METHODS

Automatic Bank Drafts

1. The Authority will accept bank drafts from all banks.
2. The customer must complete and sign a preauthorization form (*see attached*) and attach a voided check from the bank that the draft will be drawn.
3. The bank draft will be processed on the 25th day of each month. This will give the customer time to examine the bill before it is deducted from their account.
4. The customer's draft will be presented to the bank for payment on the 25th day of the month for the amount due.
5. If funds are not available in the customer's account at the time the draft is presented and the draft is returned unpaid, the Authority will:
 - (a) Notify the customer by mail that the draft was returned unpaid;
 - (b) Upon return of the unpaid draft, an additional charge will be added to the customer's account and; (see Fee Policy)
 - (c) The customer account will be subject to any penalties due and the Authority's Discontinuance of Service Policy.
6. Any customer's whose draft is returned unpaid more than two (2) times will be removed from the Automatic Payment Method.
7. Customers who wish to change back to the regular payment options may do so at any time by writing the Authority and requesting to be removed from the Automatic Payment Method. Upon receipt of this request, the customer will be removed at the next available billing cycle.

Policy

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