

RE: Automatic Payment of your Utility Bill

The Northwestern Water and Sewer District offers the opportunity for our customers to pay their utility bills automatically.

There are no checks to write, envelopes to address and mail, and no late payment charges. Simply complete the enclosed authorization form and your utility payments be deducted from your bank account automatically. If you have more than one utility account, please complete a separate authorization for each account.

The District will prepare and mail your water and sewer bill as we have done in the past so you know your water usage, the amount of the bill and your due date. Printed on your bill will be the phrase **DO NOT PAY** in the **AMOUNT DUE BY DUE DATE** box, as well as a message stating your bank will pay on your due date. Send the completed form to:

Billing Department  
Northwestern Water & Sewer District  
PO Box 348  
Bowling Green, OH 43402

Please allow 30 days for processing. Should you have any questions, please contact Customer Service at 419-354-9090 or 877-354-9090.

Jerry Greiner, Executive Director

**AUTHORIZATION AGREEMENT FOR AUTOMATIC UTILITY BILL PAYMENT**

I (we) hereby authorize the Northwestern Water and Sewer District, hereinafter called *COMPANY*, to initiate debit entries to my (our) checking/savings account indicated below and the depository named below, hereinafter called *DEPOSITORY*, to debit the same to such account.

COMPANY ID #34-1766238

DEPOSITORY/BANK NAME \_\_\_\_\_  Savings  Checking

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

Transit/ABA # \_\_\_\_\_ Account # \_\_\_\_\_

This authority is to remain in full force and effect until *COMPANY* has received written notification from me (or either of us) of its termination in such time and in such manner as to afford *COMPANY* and *DEPOSITORY* a reasonable opportunity to act on it. I (or either of us) has the right to stop payment of a debit entry by notification to *DEPOSITORY* at such time as to afford *DEPOSITORY* a reasonable opportunity to act on it prior to charging account. After account has been charged, a customer has the right to have the amount of erroneous debit immediately credited to his account by *DEPOSITORY*, provided I (we) send written notice of such debit entry in error to *DEPOSITORY* within 15 days following issuance of the account statement or 45 days after posting, whichever occurs first.

NAME(S) \_\_\_\_\_ SS# \_\_\_\_\_

DISTRICT ACCOUNT NUMBER: \_\_\_\_\_ SERVICE ADDRESS: \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**PLEASE ATTACH A VOIDED CHECK OR DEPOSIT SLIP**

**ON A JOINT ACCOUNT, BOTH  
HUSBAND & WIFE MUST SIGN**

**PLEASE COMPLETE A SEPARATE AGREEMENT FOR EACH UTILITY ACCOUNT.**