

## SPRING VALLEY SANITATION DISTRICT Automatic Payment Plan

We are pleased to offer you **the Direct Payment Plan**. Now you can have your utility bill payment made automatically from your checking or savings account. The District does not accept credit or debit cards.

The Direct Payment Plan will help you in several ways:

1. Saves time and postage.
2. No lost or misplaced payment, your payment is always on time.
3. Easy to sign up for, easy to cancel.

Here's how the Direct Payment Plan Works:

1. You will continue to receive your quarterly bill, allowing you to review the charges.
2. Your payment will be automatically deducted the 15<sup>th</sup> of the first month of each quarter. Although the withdrawal date may vary it will never occur before the due date on your bill.
3. Payments can be made from your checking or savings account.

To take advantage of this service, complete the attached authorization form and return it to the District at the address below.

---

### AUTHORIZATION FOR DIRECT PAYMENT

I authorize the Spring Valley Sanitation District and the financial institution named below to make automatic payments from the account I have specified on this authorization form. I understand that this authority is to remain in effect until cancelled in writing by me, the Spring Valley Sanitation District, or the financial institution designated. I have attached a **VOIDED** check showing my account number and transit routing/ABA number.

Spring Valley Sanitation District account number as it appears on my utility bill: \_\_\_\_\_

Customer's Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Email Address \_\_\_\_\_

Service Address \_\_\_\_\_

Mailing address (if different than above) \_\_\_\_\_

Financial Institution \_\_\_\_\_ Address \_\_\_\_\_

Bank Account & Transit/Routing/ABA No. \_ \_ \_ \_ \_

Type of Acct.: Checking [ ] Savings [ ]      Signature \_\_\_\_\_

Contact the Spring Valley Sanitation District with any questions you may have: (970) 618-5147

**Return this form with a voided check.** Thank you.

Spring Valley Sanitation District  
PO Box 1461  
Rifle, CO 81650  
970.618.5147 office  
svsd1461@gmail.com