



AUTHORIZATION AGREEMENT FOR PRE-ARRANGED WATER BILL PAYMENTS

I hereby authorize and request **Left Hand Water District** ("Company") to originate automated payment of any amounts owed by me to Company as amounts become due by initiating debit entries to my account at the Bank indicated below ("Bank"). I am authorized to use the payment information provided for this auto payment. I authorize Left Hand Water District to originate deduction from my checking or savings account, held at the specified financial institution, for payment of my bill on the due date shown on my bill. I understand that payments will be originated through the District's third-party partner, Xpress Bill Pay, LLC.

This authorization will remain in effect until revoked by me. I have the right to stop automatic payment of any bill up to the date and time my account is charged. I understand that Left Hand Water District and/or the financial institution indicated reserve the right to end this payment plan and my participation therein.

I understand it is my responsibility to keep payment method current. I agree to notify Left Hand Water District and/or Xpress Bill Pay of changes in the account status. If any payment is not honored, or is returned by the financial institution, I agree that Left Hand Water District may charge me a returned item fee up to the maximum allowed by law covering their jurisdiction.

I agree to allow Xpress Bill Pay, LLC, to store my account information, for the sole purpose of making the indicated automatic payments. I release and hold harmless both Left Hand Water District and Xpress Bill Pay, LLC, from liability or damages resulting from the loss or theft of information. All information is held in accordance with the privacy policies of Xpress Bill Pay, LLC, and Left Hand Water District. It is understood and agreed that I may terminate this agreement at any time upon notifying the Company.

A VOIDED CHECK MUST BE ATTACHED to ensure accurate bank routing and bank account information. Please note your **service address**, if not already on your voided check, so your account is more easily identified.

The setup and verification process once your authorization is received should take no longer than 30 days. Once your account is approved for "ACTIVE" payment status, you will continue to receive paper bills (unless you select 'paperless billing' below AND provide an email address). Your bill will say "**DRAFTED-DO NOT PAY**". These bills are for your information only and will indicate the amount to be withdrawn from your account ("Amount Due") as well as the date of the withdrawal ("By Due Date"). **Do not submit payment for bills that state DRAFTED-DO NOT PAY.**

Continue to pay any bills received until they reflect the 'DRAFTED-DO NOT PAY' status.

I/we hereby agree to the terms and conditions set forth in this agreement:

Customer Name(s): _____

Telephone number: _____ **Left Hand Water Billing Account Number:** _____

Do you wish to opt-in for paperless billing (you will no longer receive you bill by mail)?: Yes No

email address (REQUIRED for paperless billing): _____

Signed: _____ **Date:** _____

If an erroneous debit is made to my account I authorize Company and Bank to stop payment, reverse the entry or make any adjustments necessary to my account to correct the erroneous entry. It is understood that I shall have the rights set forth on this form with respect to all entries initiated by Company under this Agreement.

It is understood that all debit entries initiated by Company pursuant to this agreement shall be subject to the following provisions:

Attach voided check here

- (1) If the amount of an entry to be initiated by Company differs from that of the next previous entry initiated pursuant to this agreement, Company shall, within not less than (7) calendar days before such succeeding entry is to be debited to Customer's account, send to Customer written notification of the amount of such entry. Similarly, if any change is made by Company in the date of the billing cycle on or after which such entries are to be debited to such account. The provision will not apply if the customer has agreed that entries representing indebtedness to his account may be debited at any time after the indebtedness is incurred.
- (2) Customer may by notice to Bank stop payment of any entry initiated or to be initiated by Company to Customer's account pursuant to this agreement but such notice must be received by Bank in such time and in such manner as to afford Bank only (14) calendar days unless confirmed in writing within that period.
- (3) If an entry is erroneously initiated by Company to Customer's account, Customer shall have the right to have the amount of such entry credited to such account by Bank if within (15) calendar days following the date on which Bank sent or made available to Customer a statement of account or notification pertaining to such entry, Customer shall send or deliver Bank a written notice identifying such entry, stating that such entry was in error and requesting Bank to credit the amount thereof to such account.