Automatic Payment Service

Automatic Payment Service makes paying your water and sewer bill even easier. By enrolling in this new service your bill will be paid automatically after each billing period.

- ✔ NO checks to write!
- ✔ NO stamp for the return payment!
- ✔ NO phone call to make!
- ✔ NO worry about unpaid bills during vacations!

This convenient service can save you time and money!

How Does It Work? Each billing period you will still receive your water and sewer billing statement, just as you do now. The difference is, with Automatic Payment Service, your bill is paid automatically from your checking account, 15 calendar days after your billing statement is mailed. You simply deduct the amount from your check register, and you are done. It's that easy! The 15 days grace period gives you plenty of time to review your water and sewer bill, in case you have any billing questions, before any payment is withdrawn from your checking account.

To Sign Up For Automatic Payment Service:

- ✔ 1. Complete the application form below, and enclose it along with;
- ✔ 2. a blank check marked "VOID", and return them both with;
- ✔ 3. a separate check payment for your current amount due, and;
- ✔ 4. your water bill (return portion).

Please do not send a deposit slip. Allow approximately 3 to 4 weeks for Automatic Payment Service to be activated. Once you have signed up, and the Automatic Payment Service is in effect for you, your water and sewer billing statement will show a message stating that your bill will be automatically paid on the due date. Until that time, please continue to pay any bills you receive by your usual payment method.

If you need more information, please call one of our Customer Services Representatives:
(619) 515-3500, Monday through Friday, 7:30 a.m. to 5:00 p.m.

THE CITY OF SAN DIEGO WATER DEPARTMENT • SAN DIEGO, CA 92187-0001

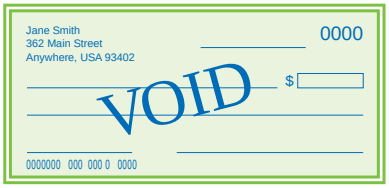
THE CITY OF SAN DIEGO WATER DEPARTMENT

Automatic Payment Service Application

Please sign me up for the City of San Diego Water Department's Automatic Payment Program, I have enclosed (1) the application, (2) a voided check, as shown below, (3) a check for the current amount due, (4) water bill (return portion), and I have signed the application. Allow approximately 3 to 4 weeks for account to be activated.

Name: (Please print) _____

Service Address: _____



Water Bill Account No: __ __ - __ __ __ __ __- __ __ - __

Telephone: Day ( ) _____ Evening ( ) _____

Signature (Required) _____ Date _____

(For additional accounts, please see other side)