Consumer Authorization for Direct Payment via ACH

Direct Payment via ACH is the transfer of funds from a consumer account for the purpose of making a payment.

Check one: ☐ Begin Payment ☐ Change Information

I (we) authorize **Water Billing Services on behalf of Diamond Water Company** to electronically debit my (our) account and, if necessary, to electronically credit my (our) account to correct erroneous debits as follows:

☐ Checking Account / ☐ Savings Account (select one) at the depository Financial Institution named below ("DEPOSITORY"). I (we) agree that ACH transactions I (we) authorize comply with the laws of the United States and all applicable law.

Depository name: _____

Routing number: _____ **Account number**: _____

Name(s) on the account: _____

Debit transaction frequency:

☐ **Single Entry** (one-time payment)

☐ **Recurring Entries** (entries that recur at substantially regular intervals, without further affirmative action by the Receiver)

Date of debit (if Single Entry) or date of first debit: _____
(All drafts will occur on the 15th of each month or next business day if the 15th falls on a weekend or holiday.)
Number of and/or frequency of debits: _*monthly until canceled*_____

Authorized debit amount: _*current balance on invoice* _____

I (we) understand that this authorization will remain in full force and effect until I (we) notify Water Billing Services in writing or by phone that I (we) wish to revoke this authorization. I (we) understand that Water Billing Services requires at least 30 days prior notice to cancel this authorization.

Name(s): _____
(Please Print)
Address: _____

Account #(if known) _____

Phone # _____ Email _____

Date: _____ Signature(s): _____

Please return completed form to Diamond Water Co – PO Box 9651, Rapid City, SD 57709 or you can use the drop box located on Sun Valley Drive.

2023