

PINEWOOD SANITARY DISTRICT ♦ SUREPAY APPLICATION AND AUTHORIZATION

I want to sign up for SurePay from my:

- Checking Account Savings Account

Include:

- 1) Voided check if Checking selected
or Savings deposit slip if Savings selected.
- 2) Completed and signed application.

To Join SurePay, please complete this application and return to:

Pinewood Sanitary District
18075 S Navajo Rd.
Munds Park AZ 86017

Or mail to: Pinewood Sanitary District
PO Box 18758
Munds Park, AZ 86017

**** ACCOUNT WILL BE DEBITED APPROX THE 10TH OF EACH MONTH****

Or you may: Fax your application and cancelled check to (928)-286-2465

- DO NOT SEND A BILL

Name on Pinewood Sanitary Account: (as it appears on your bill)	
Service Address:	
Service ID #	Daytime Phone Number:
Mailing Address:	

Financial Institution: (name and address)	
Name on Bank Account:	
Bank Routing Transit Number:	Bank Account Number:

I hereby authorize Pinewood Sanitary District and the indicated financial institution to charge my bank account for payment of my monthly sewer bill. I understand that both the financial institution and Pinewood Sanitary District reserve the right to terminate this payment plan and/or my participation in the plan at any time and/or impose applicable fees for rejected payments. I may discontinue my participation in the plan at any time by notifying the District.

Signature:	Date:
------------	-------

If you have any questions about this application or SurePay in general please call our office at (928)-286-9166 or (800)-785-5515.

WHAT IS SUREPAY?

SurePay is a program where you authorize your financial institution and Pinewood Sanitary District to transfer the amount due shown on your monthly sewer bill from your checking or savings account to your Pinewood Sanitary District account. About 10 days before the transfer the District will send you a copy of your sewer bill.

WHO IS ELIGIBLE FOR SUREPAY?

SurePay is open to all residential and business customers billed by the District. Your account must be in good standing and not subject to existing payment agreements.

WHAT DOES IT COST ME TO BE A PART OF SUREPAY?

There are no sign-up fees and no participation fees charged by the District. However, some financial institutions may charge a fee for electronic fund transfers.

HOW WILL I KNOW WHEN MY ENROLLMENT IN SUREPAY IS ACTIVATED?

After your application is received by the District, notice of the first automatic deduction from your bank account will appear on your Sewer bill. If you are an active SurePay participant a SurePay notice will appear on all your sewer bills. Continue to make payments as usual until your participation has taken effect.

WHAT HAPPENS IN THE EVENT OF A REJECTED PAYMENT?

Payments may be rejected by your financial institution because of insufficient funds, closed/unauthorized accounts or other reasons. Check with your financial institution for possible fees it may impose. If payment is rejected, the District will apply its authorized service charge on your next sewer bill. The District reserves the right to terminate your participation in SurePay at any time.

HOW DO I CHANGE INFORMATION ON MY SUREPAY ENROLLMENT?

To change your address, call your local District office. To change your bank account information, submit a new SurePay Application and Authorization to the District. Inaccurate information may result in payments being refused by your financial institution. The District will not be responsible for charges, which are a result from inaccurate information or failure to provide the District with timely notification of changes.

HOW DO I CANCEL SUREPAY?

You may cancel your participation at any time by written request sent to your District office. Termination will become effective within 30 business days after the District receives your notification.

Additional information on cancellation of SurePay:

Although you may cancel SurePay at any time, the cancellation may not be immediately effective. Any pending SurePay payment will be debited against your checking or savings account, even if you have closed the account. Please note that you will need to cancel SurePay before you close your checking or Savings account to allow for the pending payment and avoid being assessed a \$25.00 service charge if the payment is rejected. SurePay will terminate immediately after the pending SurePay payment is deducted from your account.