

**Consolidated Public Water Supply District #1 of Cooper County, Missouri
P.O. Box 422
Boonville, MO 65233
660-882-6455**

Direct Debit Information

Consolidated Public Water Supply District #1 of Cooper County, Missouri (CPWSD #1) offers ACH (Automatic Clearing House) debit to our customers. There is no cost to apply and no additional fee to you for this service.

This method of payment automatically pays your utility bill directly from your bank account without the use of paper checks. After signing up for this payment option you will still continue to receive a utility bill, but the payment of your bill will be handled automatically. Payment will be deducted from your bank account on the 12th of the month you received your bill.

- If you wish to enroll, complete the authorization form, enclose a voided check and mail the form and the voided check to the address shown above.
- The debit authorization must be received at least 30 days prior to your next billing date.
- You will continue to receive a utility bill which will reflect the amount due and the due date when your account will be debited but will include on the statement "Do not pay auto pay" printed in the amount due box.
- If your payment is dishonored or returned the amount of payment plus the normal returned item fee and any applicable late charges will be added to your account.
- The ACH debit will remain in effect until one of the following occurs:
 - a) You cancel your direct debit authorization by notifying us **in writing** at least two weeks prior to the next billing date.
 - b) A request for a final bill is received by our office. ACH debit cannot be used for final bills.
 - c) We receive notice from the bank of insufficient funds.
 - d) We receive notice from the bank of customer account changes such as an account closed.

Please retain a copy of your signed application for your records. Should you have any questions regarding the direct debit program, please contact our office.