



**AUTO PAYMENT SERVICE (APS)
Water Bill Authorization & Enrollment Form**

AUTO PAY SERVICE (APS) – is a convenient way to pay your Los Osos Community Services District water bill. With APS, your payment is automatically deducted from your bank account without writing or mailing a check. You will continue to receive a LOCS D water billing statement. This will allow you time to contact the LOCS D with any questions before your payment is made.

HOW TO SIGN UP:

1. Fill out the Authorization and Enrollment Information below.
2. If using checking account, submit a VOIDED check. If using savings account, submit a document with the water bill Account Holder’s information and savings account number.
3. Send the completed Authorization and Enrollment Form along with the required documents to the Los Osos Community Services District, P.O. Box 6669, Los Osos, CA 93412.
Other submission options are: Drop off at the LOCS D office, 2122 9th Street, Suite 110, Los Osos or place in the night drop box at 2122 9th Street, Suite 110, Los Osos.

4. **You will know if your AUTOMATIC WITHDRAWAL is in place when you receive your next water bill and you see the following: “AUTOPAY – DO NOT PAY” on the bill, OTHERWISE you need to continue making your regular payments.**

**For More Information
Please Call 805- 528-9370**

AUTHORIZATION AND ENROLLMENT

(PLEASE PRINT)

Name as it appears on the LOCS D Utility Bill LOCS D Utility Bill Account Number

Street address where you receive service Daytime phone number

Name of your bank, savings and loan, or credit union Checking or Savings Account?

Your name as shown on your check. (Should be the same as on the utility bill account)

I authorize the Los Osos Community Services District to deduct funds from my account at the financial institution stated above to pay my Los Osos Community Services District utility bill. I understand that I can stop these automatic payments if I notify the Los Osos Community Services District and/or my financial institution. I also understand that the Los Osos Community Services District and/or financial institution can stop my participation in this service if necessary. I understand that should the account not have sufficient funds to cover the deduction there will be an insufficient funds fee charged to my Los Osos Community Services District utility account.

Signature

Date